Manual of

Government of India,

Staff Selection Board Examination.



D. HOON B. A.

A Manual of Government of India.

Staff Selection Board Examination.

BY

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Preface.

Keenly feeling the difficulty & disappointment to thousands of candidates who appear at the Staff Selection Board Examination, I have after great labour and toil prepared this book and hope it will fully meet the requirements of the persons concerned

No doubt there are many a books written on clerical subjects, but unfortunately they lack information on all the points I have tried to give herein all possible information and have dealt with every point likely to be asked in a Clerical Examination

I have paid special attention to Precis writing and drafting in this book

I hope the work will be appreciated and will serve the purpose for which it is intended It is gratifying to note that my former publication "Guide to Indian Army Service Corps Examination" has gained much popularity.

D. HOON. B A.

Jaipur.

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NOTICE.

1. Information given here must not be mistaken for or quoted as official authority.

2. The author has no interest what so ever in the sale of this book.

GENERAL INSTRUCTIONS.

The candidates are advised to devote at least two hours a day to study for this examination. Special attention should be paid to precis writing and drafting. They should also keep themselves informed of the burning topics of the day and reading of news papers should not be neglected.

In the examination room first read the question paper and note down if there are any instructions as to whether certain questions must be done or if there are alternative ones. Mark the questions which seem easier and do them first. Finish the whole paper in time and always read the answers before delivering the copy-book to the superintendent. Try to be brief in answers but also be to the point.

In the *vivâ voce* always reply promptly. The main object of holding this examination is to test the candidate's ability to speak, note his general demeanour and intelligence. Be polite and mannerly and reply only so much as is needed. Carry the certificates there and also any proof of special services rendered to the Government by self, father or other near relative. The candidate should not get nervous.

A few words of advice here to clerks, or would-be-clerks would not, perhaps, be out of place. Accuracy, carefulness, cleanliness,

concentration, economy, honesty, interest, methodical working, neatness, obedience and orderliness are the indispensable qualifications for a good clerk. "Never have two bites at a cherry, if you can finish it in one." Mind that implicit obedience, giving of free but honest opinion and whole-hearted work must bring reward. Reach office 10 minutes before it opens and never grumble if you have to over-stay a little. Do not consider office to be a club or make it a fish-market, regard it as an office, a Goverment office. Never give out any official news, keep every thing as an official secret and never betray confidence.

Remember that the whole time of a Govt. servant is at the disposal of the Government. No gift, gratuity or reward should be accepted. Money should not be borrowed or lent to a person under the Government servant's official influence. No Government servant should engage in trade or undertake any other employment. Occasional work of literary or artistic character may be taken in hand, provided it does not interfere with public duties. No Government servant should edit or manage any newspaper. No Government servant should partake in canvassing notes for elections and [illegible] A Government [illegible] ny Government [illegible] No memorial or [illegible] Press, without Government's sanction.

STAFF SELECTION BOARD NOTIFICATIONS.,

1920.

In their Resolution No. 2243 dated the 30th. August 1920, the Government of India in the Home Department have in pursuance of the report of the Government of India secretariat Procedure Committee, constituted a Staff Selection Board to take charge of, recruitment for the Departments of Government of India and the various offices attached to those departments whether situated at the head quarters of the central Government or elsewhere.

The posts for which the Board will recruit are of all kinds, including upper and lower division posts and posts of typist; stenographer etc. The pay of the posts will of course vary with their nature, but the scales of pay are roughly as follows:—

Secretariat—

First Division Rs. 175–500.
Second Division Rs. 80–350.
Stenographers Rs. 175-400.

Attached offices, Simla and Delhi—

Assistants Rs. 120–350.
Routine clerks Rs. 75–200.

There are further prospects for men of special ability. The number of vacancies the coming year, for which the Board will rec at the outset, has not yet been estimate

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(*d*) Applications not received by 1st. Oct. cannot be considered for vacancies arising in 1921. (dates are changed every year).

The Board will hold a qualifying exmination of primia facie suitable candidates whose applications are received within the time stated. The examination will not be of a scholastic nature, but will aim at testing the candidates general intelligence and knowledge of English. Thus he will be expected to be able to preface a subject index of a few papers and to write a precis of their contents and to draft a letter. Stenographers will be expected to pass a test in shorthand writing and type-writing and typists in type-writing from manuscript.

The examinations will be held smultaneously, probably at Lahore, Allahabad, Calcutta, Madras, Bombay, Nagpur Delhi, and such other centres as may be decided on. It will consist of 3 hours each and will be completed in one day.

Each candidate will be charged a fee of Rs. 2/- to be forwarded by money order at the same time as his application. (Rs. 10/- are now

Treasury and

est for form

the exami-

ing a fin

selection, visit the more important centres interview all candidates who have qualifi

the written examination. No candidate will be appointed who has not staisfied the Board of his suitability at an interview.

It is expected that the written examination will be held about the middle of October and that the Board's tour will start towards the end of that month.

Exact dates and places will be communicated to candidates later.

STAFF SELECTION BOARD.

Iustruction for filling up the form.

Printed copies of this form will not be issued, candidates must copy it out in their own handwriting (now printed copies are supplied), fill it in and return it so as to reach the secretary, Staff Selection Board, Beverley, Simla, by the 1st. October 1920.

Applications must be forwarded through the Principal of the College in which the candidate studied, or in the case of his having taken up employment since leaving the university, through the Head of the Firm or office in which he is now working or last worked. A certificate (for which a space is provided) will be required from the gentleman forwarding the application to the effect that, to the best of his knowledge, the statements made in the application are correct. A space is also printed for any remarks he may have to make regarding the candidate's character or ability.

A medical certificate must be attached to the form signed by a Presidency or Civil Surgeon. The certificate must have been granted within six months from the date of his application. (This is not now required at this stage and need not be sent with the form) No papers whatever besides this are to be attached.

Warning - any attempt on the part of a candidate to enlist support for his application through influential persons will disqualify him for appointment. The Board will disregard spontaneous recommendations from persons not personally acquainted with the candidate's work whether at school, at the university or otherwise.

Should any of the particulars furnished be found to be false within the knowledge of the candidate, he will, if appointed, be liable to be dismissed and if otherwise entitled to any pension or allowance, he will forfeit all claim thereto. The wilful suppression of any material fact will be similarly punished.

The candidates are advised to select a lower examination for which they think themselves eligible and fit to pass,

In proof of date of birth, give a certified true copy from your school or college or service Register.

The names of these referees should be give who, you are sure, would give wise and t report when referred to. They should be

of position and preferably in Government service.

It is always better if some good words are given in the certificate appended to the form by the proper authority.

The form should be filled in the candidates own handwriting most legibly and should be posted so as to reach at least one clear week before the last date for applications.

Matriculates can appear for typist and routine clerk and for typists a speed of at least 35 words per minute is required. No shorthand test will be held till 1928.

Form of application for appointment in the Government of India secretariat and Attached offices.

Write your usual signature here ....

Items.	Answer.
Name in full with Father's name, religion and caste.	
Postal address in full (any change of address should be atonce communicated to the Secretary, Staff Selection Board.)	
Name the class or classes of post for which you apply and the office or offices in which you wish to serve.	
State whether the requisite fee has	

Items	Answer.
been forwarded by money order. No part of this fee will be returnable to any applicant, whatever the result of his application. Applications will be ignored unless this fee is received.	
Exact date of birth and age last birthday. State what evidence there is of date of birth (no candidate will be appointed who is over 25 years of age when the vacancy is filled). Place of birth.	
Your father's place of birth and profession (if in Government service give particulars).	
Schools.	
Name your schools in order, giving dates of *entering and leaving.*	
State any position of authority you held, any distinction you attained in school work, games, school societies etc.	
University..	
Name your university, with dates of entering and leaving. State degree (if any) and any other *distinctions.*	
Name your college and the Principal of your College.	
State any intellectual activities (other than those included in the ordinary school and university courses) in which you have been engaged.	

Items.	Answer.
War Services.	
State any war services you may have rendered, on active service or otherwise.	
Name any Government office in which you have served or private employment in which you have been engaged, with dates of service and the name and official or business address of your superior officer or employer.	
Any time since entering school not otherwise accounted for should be accounted for here.	
Are you free from pecuniary embarrassments?	
Give the names, postal addresses and professions of 2 referees, who should be responsible persons, well acquainted with you in private life but not relatives.	
Name any subject or subjects in which you can supply proof of special proficiency.	
Signature and date.	
Remarks as to character and ability of applicant by Principal of College, Head of [illegible] application. [illegible] forwarding the application.	
	Forwarded. I hereby certify that the statements made in the above application are

Items.	Answer.
	to the best of my knowledge true and complete. (*Signed*) Date. Official or business designation.

—:-o-:—

OFFICE ROUTINE.

Receipt.

The working of an office chiefly depends on the receipt, *i. e.* the communications received. These are generally addressed by official designations to the Head of the Office and they are opened by the Registrar, Superintendent or such other clerk. He dates and initials each communication and attaches labels—Immediate, Urgent, Early etc, according to the urgency of the case.

In the Secretariat, Green labels signify 'Early' and cases b
priority over ordina
hours. Red labels sh
must be attended to
bear the word 'Immediate' and such cases

be attended to atonce, in day or at night.

Some red labels bear the word 'Mail' being used on the day previous on which the English Mail leaves. Such papers have to be sent abroad.

Yellow or buff labels are with words 'Confidential' or 'secret.'

It is not necessary that if once a label is attached to a case, it should always remain with it. It should be removed as soon as the urgency of the case ceases.

Different colours of labels are used in different secretariates, but these given above concern the Imperial Secretariat.

The Receipts are then sent to the central Registry Section for entry in the General Register of the office. This register is printed in a form similar to the one noted below:—

General No:	Date of receipt	Nature of correspondence.	From whom	No: and date of letter.	Subject.	Branch section.	REMARKS.

The General No. is known as the Register No. and it runs serially for the whole year.

The date of receipt is the date on which

the communication is received in the office. Sometimes this column is dispensed with and the date of receipt is shown in red ink in the beginning of that day's entries.

Nature of correspondence means whether the correspondence is official, demi-official or unofficial. In some offices where separate registers are maintained for each of these kinds of communications, this column is dispensed with.

In the column 'from whom,' the name of the sender of the communication is given. Abbreviations should, as far as possible, be used.

'No. and date' of letter are those assigned by the sender to the communication.

Subject should be briefly given, especially when Branch diaries are also maintained.

In the next column the name of Branch or Section to which the paper is transferred for action is entered.

In the remarks column may be entered any enclosures of the communication, or any other point worth noting.

Below is given a specimen of General Receipt Register entries :—

General No:	Date of receipt.	Nature of correspondence	From whom	No and date of letter.	Subject.	Branch or Section	Remarks.
1	11.4.16	Off.	I.G.P.Pb:	401 Date 10.4.16	Allowances	Police	3 enclosures
2	11.4.16	d/o	Bombay.	9.4.16	Mr: Brown	Edun:	....
3	12.4.16	u/o	F. D.	301date 11.4.16	Reorganisation.	Forest	4 enclosures

1. F. D. signifies Finance Dept: of the Government.

The receipts registered in the General Register, they are sent to the Branches or sections concerned where they are again diarised. with the addition of Diary No. column. The subject is a bit more elaborately entered and in some offices record reference is also given.

Where no General Registers are maintained, a Register for Receipt is kept in the following torm or one like this:—

Diary No.	General No.	No and date of letter.	From whom.	Subject	Date of receipt. In Dept.	Date of receipt. In Section	Considn. Subtd. to Under Secy.	Considn. Subtd. to Dy. Secy.	Considn. Subtd. to Secy.	Considn. Subtd. to Hon. Member	Proposal draft Submitted. Under Secy.	Proposal draft Submitted. Dy. Secy.	Proposal draft Submitted. Secretary.	Proposal draft Submitted. Hon. Member	Proposal draft Submitted. Draft appd.	Proposal draft Submitted. Draft issued.	Refd. outside office.	Rtd. from outside office.	Remarks.
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17			
41	1	401 Date. 10. 4. 16	I. G. P. Pb.	Enquires re-Allces to be paid to Hcs.	11/4	11/4					13/4				13/4	15/4			

In column 2 is copied the number assigned to the correspondence from the General Register. Columns 1, 3, 4 and 5 are filled in as in the General Register. 'Columns from 8 to 19 are filled from time to time as the case progresses. Columns 6 and 7 show the date of receipt in the General Office and the section office. In filling in columns from 8 to 19 the paper returns to the Diarist frequently. In case the paper is submitted not with a draft, columns 8 to11 'of consideration' are used and if accompanied by a draft, columns 12 to 17 of 'Disposal, are used.

Wide horizontal lines sholud be drawn at the end of each entry to separate it from the other.

When a case has been received unofficially from another Department, it should be receipted and when sent back the word 'Returned' should invariably be written in the remarks column.

Numbers should always be be linked up *i. e* refer to the previous and next diary Nos. of each decument in file containing more than one receipt.

There are however different kinds of diaries maintained in different offices. . Examples of a few are given below:—

Receipt diary in the Punjab Civil Secretariat.

General No		Branch No	Date of receipt		No of letter	Date of letter	From whom	Subject	When submitted and to whom	When sent to issue Branch	When returned from Issue Branch	Proceeding No	REMARKS
Lahore	Simla												

Receipt diary in the Accountant General's Office.

Date of receipt.	Dept. or Branch	Letter.		Reply to letter No.	Subject	No of enclosures	How disposed of	Initials of Receiving officer in Ink
		No	D/					

Generally a Rubber stamp with the following impresions is used for imprinting the Register No. Branch. Diary No and date on the paper received. It also bears the wordings ' Government of India " and the name of the Department.

The list of abbreviations that may be used is given at the end.

There are certain Key-words which make the work of noting the subject much easier and more concise. They are:—

"Applies, Advises, Appeals, Asks, Appoints Approves, Authorises, Begs, Communicates, Cautions, Confirms, Enquires, Explains, Forwards, Intimates, Informs, Instructs, Notifies, Prays, Proposes, Reminds, Recommends, Refuses, Rejects, Requests, Reports, Replies, Sanctions, Solicits and submits."

DISPOSAL OF CASES.

Docketing.—

The first thing that a disposal clerk has to do is to docket the paper under consideration, the name of the correspondent, the kind of communication (letter, telegram, memo, endt: etc), the No. and date assigned to it by the sender and a very concise account of the subject are given.

This shows at a glance quite clearly and concisely the subject matter of the communication.

Docketing is done in red ink on a docket or note sheet. In some offices demi official correspondence is not brought on note but is incorporated with it,

The subject matter is often times given in the beginning of the body of the communication or it is generally found in the 1st. or the 2nd. para of the correspondence.

The Key-words given in the preceding pages are very ussful in docketing. Abbreviations may, however, be used.

A docket should be brief, but at the same time it should be complete. Accuracy and clearness are essential for this.

A few examples of docketing are given below:—

1. TELEGRAM.

NAGPUR 30. 4. 16

To,

BENGAL, CALCUTTA

Leaving tomorrow.

LESLIE

Docket.

Telegram from Mr: Leslie d/ 30. 4. 16 reporting Departure from Nagpur.

2. GOVERNMENT OF INDIA,

Finance Department

Notification.

Calcutta the 8th. November 1901

No. 1706. [illegible] cil has accepted the [illegible] offic of the Accou [illegible] m 2nd. March 1901.

Work

Finance Department Notification No. The d 11-01 Resignation of Mr. Griffiths

INDEXING

Indexing is the a of arranging or presenting the important point of a communication in the clearest and most pregnant form The content of each letter should be condensed into a single sentence

The principal rules to be observed in indexing are

1 To keep to the subject heading

2 To read two letters ahead of the one you are indexing, as the first para of a reply often contains an excellent summary of the former letter and the last paragraph the answer there to

3 To refer to a letter by its number

4 To commence each docket with a present participle as acknowledging advising asking informing instructing stating authorising forwarding concurring enclosing declining intimating reporting proposing requesting submitting suggesting transmitting urging but *never* relating or referring which show that the purport of the letter has been missed

5 To call a person by the same name throughout the index and

6 To treat enclosures as separate letters.

An index consists of date of each letter or document the names of the person by whom and to whom it is written and in as few words as possible the subject of it

The merits of an index are (*a*) to give the really important points of each letter, omitting everything else (*b*) to do this breefly (*c*) distinctly and (*d*) in such a form as to readily catch the eye

Oftentimes precis writing and indexing are taken as one thing The following are the points of contrast between the two —

INDEXING	PRECIS WRITING
1 It is in tabular form	1 It is a connected narrative
2 It has an unusual construction (beginning with the present participle and having 3rd person throughout	2 It is in a readable shape
3 The language is closely following the original	3 The language is one's own
4 It is chronological	4 It is logical
5 Individual letter is summarised separately	5 The entire correspondance is summed up as a whole
6 It is in present tense	6 It is in past tense
7 It is mechanical and meant to catch the eye	7 It is an intelligent document meant to appeal to understanding

Subject Indexing—

This means giving very briefly an idea of the subject of the communication. A communication may be indexed according to subject under more than one head. An example below will make it clear —

"The Government of India have decided that claims preferred by Government-Departments for refund of excess customs duty charged in accordance with the procedure prescribed in Finance department letter No ... .. dated... ..... on goods imported by them should be admitted if such claims are made within six months of the date on which the goods are cleared from the Custom House."

The bill be indexed as under in 5 heads:—

"Government stores Custom duty on... . . excess or short levy of adjustment . ..time limit for preferring claims."

PRECIS WRITING.

Precis writing is the art of condensing, compressing or summarising, in continuous and narrative form, letters, documents or statements, without changing or obscuring the meaning

It is required in cases where correspondence or notes have grown bulky; there are many replies to one enquiry and different aspects spring out of a single case.

The best way to write a precis is first to

read and re-read the correspondence, begin with a clear and brief introduction, note facts in past tense, explaining how the correspondence arose, the various points at issue and arguments regarding each selected point The next point is to put the matter in logical sequence A rough precis should be prepared first corrected and then faired out

The merits of a precis are —

1 It should contain all that is important in the *correspondence*

2 It should present in a consecutive and readable share, expressed as distinctly as possible and as briefly as compatible with completeness

The language of the precis should be simple and events stated in chronological order It should not be longer than the original it should be brief It should be complete and when the words of the original are used, they should be put in quotations There should be accuracy of facts. Nothing should be ambiguous If any meaning of the original is doubtful, it should be *quoted fully In a large number of* papers, a serial number should be affixed on the margin of the precis Irrelavent papers should be placed at the bottom of the case and labelled "not to be read

Success in precis writing depends on—

(*a*) Power of discrimination *i e* pow

to distinguish between the important and the unimportant,

(b) Power of imagination, and

(c) Knowledge of and ability to use the language.

Foreign words having English equivalents should be avoided. Abbreviations of words and even of sentences and phrases should be used.

A precis should always be written in the third person and it should be in the narrative form.

A margin of half the breadth of the paper should be kept for noting references etc. The precis should be in separate paragraphs in the following form

References. Precis.



To summarise, it would appear that the writer of a precis must relate in narrative form all the facts contributing to the development of the principal event, completely, clearly, briefly and orderly. The preparation of this involves:—

1 Reading the correspondence and making notes
2. Drafting the precis
3. Revision, and
4 Making a fair copy

Examples of precis writing are given below

Examples of Precis

No 1

PROCLAMATION

Whereas the State of Manipur has recently been in armed rebellion against the authority of Her Majesty the Queen-Empress of India, and whereas, during such rebellion, Her Majesty's representative and other officers were murdered at Imphal on the 24th of March last and whereas by a proclamation bearing date the 29th April 1891 the authority of the Regent, Kula Chandra Singh, was declared to be at an end, and the administration of the State was assumed by the General Officer Commanding Her Majesty's Forces in Manipur Territory

It is hereby notified that the Manipur State has become liable to the penalty of annexation, and is now at the disposal of the Crown.

It is further notified that Her Majesty the Queen-Empress of India has been pleased forego her right to annex to her T Dominions the territories of the Manipur S

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and has graciously assented to the re-establishment of Native Rule under such conditions as the Governor-General in Council may select.

Her Majesty has been moved to this act of clemency by the belief that the punishment inflicted upon the leaders of the revolt together with the imposition upon the State of suitable conditions of re-grant, will afford an adequate vindication of Her authority.

The Governor-General in Council, will make, known hereafter the name of the person selected to rule the State, and the conditions under which he will be invested with power.

No. 2.

FOREIGN DEPARTMENT.

No. 1862 E. dated Simla the 18th Sept: 1891,

With reference to the Notification in the *Gazette of India*, No. 1740 E., dated the 21st. August 1891, regarding the regrant of the Manipur State, it is hereby notified that the Governor-General in Council has selected Chura Chand, son of Chowbi Yaima, and great grandson of Raja Nar Sing of Manipur, to be Raja of Manipur.

The *Sanad* given to Chura Chand is published for general information.

Sanad.

The Governor-General in Council has been

pleased to select you Chura Chand, son of Chowbi Yaima to be Chief of the Manipuf State, and you are hereby granted the title of Raja of Manipur and a salute of eleven guns

The Chiefship of the Manipur State and of the title and salute will be hereditary in your family, and will descend in the direct line by primogeniture provided that in each case the succession is approved by the Government of India

An annual tribute the amount of which will be determined hereafter will be paid by you and your successors to the British Government

Further you are informed that the permanence of the grant conveyed in this *Sanad* will depend upon the ready fulfilment by you and your successors of all orders given by the British Government with regard to the administration of your territories, the control of the hill tribes dependent upon Manipur, the composition of the armed forces of the State, and any other matters in which the British Government may be pleased to intervene Be assured that so long as your house is loyal to the Crown and faithful to the conditions of this *Sanad* you and your successors will enjoy the favour and protection of the British Government

No. 3.

Address presented to H. E. the Viceroy by the Amritsar Municipality, 14th Nov. 1891.

May it please Your Excellency,—We, the members of the City and District Board of Amritsar, on behalf of ourselves and of the inhabitants of the whole of this district whom we represent, approach your Excellency with greetings of hearty welcome and feelings of loyalty to the Queen-Empress of India. The city of Amritsar is, as your Excellency is doubtless aware, not only an important commercial centre, but also the capital of Sikhism; having been founded about 300 years ago by Guru Ram Das, fourth Guru of the Sikhs. It cannot boast of any great antiquity, but it may take credit for being the cradle of the flower of the Sikh [illegible] city dates from its [illegible] Ranjit Singh, the M[illegible] the advent of the British in 1849 the progress of art, manufactures, and education has been most marked; while prosperity and peace under the strongh arm of the British Law have prevailed. For these and other blessings we desire to thank your Excellency's Government.

We thank your Excellency for the wise educational policy of your Government, and we feel that you will be glad to hear that the people of Amritsar have not been backward in

showing their appreciation of the benefits of that education which has been placed within their reach by the wise forethought of their rulers in educational matters This district has much benefitted by the location in our midst of a band of labourers and unselfish English missionaries The Mohamedans have established for themselves an excellent high school The Hindus have followed their example, and the Sikhs have in contemplation the establishment of a college to be called the 'Khalsa' College, in which, in addition to the instruction in high education the principles of their religion will be taught and its moral tracts inculcated The care and comfort of the sick, and the promotion of sanitary measures have at all times specially claimed our attention The Punjab Government has frequently acknowledged that in the management of its conservancy the Amritsar Municipality has set an example to the province, and we shall endeavour to maintain by every means in our power, the reputation we have established in this respect It will be gratifying to your Excellency to learn that the Municipality of Amritsar contemplate introduction a scheme for the supply of pure drinking water, and that we have already committed ourselves to the construction of a handsome building at a large cost, to be called the "Victoria Jubilee Hospital, the foundation-stone of which [illegible] Lyall, the wife of our respected [illegible], Governor, has kindly consented to lay

No. 3.

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17th instant. In conclusion we humbly beg to thank your Excellency for the honour you have done us by visiting our city, and to express a hope that, encamped in our municipal garden your Excellency will enjoy a short rest from those untiring labours, the benefits of which are daily reaped alike by us and by the countless millions whose prosperity is dependent upon the continued stability of the throne of our revered Queen-Empress.

The Viceroy's Reply.

Gentlemen—, I thank you for the words of welcome which you have addressed to me on the occasion of my first visit to this famous city. I have a right to regard your words, spoken by you in the name of the citizens of Amritsar, as expressing the feelings and convictions of the whole of the Sikh community of which Amritsar is as you have reminded me, the cradle and centre. Permit me to assure you that the Government of India greatly values your good-will, and places implicit confidence in the fidelity of the Sikhs. There were times in the history of this country when the Sikhs knew how to earn our respect as

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India alone, but in many other parts of the Empire have shown by their conduct that they still possess the warlike qualities for which their forefathers were conspicuous I rejoice to know that at the present time the people of Amritsar are availing themselves of the security which they enjoy under the British Government in order to improve the eduaction of their co religionists and that the city possesses a good Municipal high school with University classes, besides the educational establishments which have been founded among you by the missionaries It is also especially gratifying to me to hear that the Mohamedan Anjuman, as well as the Hindu Sabha, are both founding special schools of their own With regard to the Khalsa College, I dare say you will remember that when the project of its establishment was first mentioned to me I readily promised to give it my support provided that its promoters could arrive at an unanimous decision I am glad to hear that it is proposed that the site of the college shall be in the near neighbourhood of this city, and I feel no doubt that you will be able to afford to the student who attend the college the advantages of a sound education, consistent with the religious and moral precepts of the Sikh religion You are also able to refer me to other useful projects of the first rate importance—I mean that for providing the city with a supply of pure water and for the establishment of a Jubilee Hospital,

of which Lady Lyall will in a few days hence lay the foundation stone I cannot resist expressing the pleasures which it gives me to be able to visit Amritsai before the conclusion of the term of office of my friend, Sir James Lyall and in this company It is delightful to me to find myself encamped in the beautiful garden which you have refeired to in your address As his guest I feel sure that his departure, which is anticipated with the greatest regret by the Government of India, will be not less regretted by the Sikh community, who have found in him a tiusty and sympathetic friend

No 4

Speeches mad by H E the Viceroy and H H the Maharala Holkar on the occasion of the State Banquet at Indore November 1891

The Maharaja Holkar s Speech

It gives me very great and sinceie pleasure to welcome your Excellency to Indoie Your Excellency is the first Viceroy whom it has been my good fo tune to greet at my capital since my accession to the *gadi*, now more than five years ago, and I am exceedingly grateful to Your Excellency for giving me this opportunity not only of making your personal acquaintance, but also of welcoming in my own territory the Representative of the Queen-Empress of India.

I look upon Your Excellency's visit to Indore as a great honour conferred upon me, and I feel equal pleasure in welcoming Her Excellency Lady Lansdowne While Your Excellency represents the power and wisdom of Her Majesty s Government Lady Lansdowne reflects the many womanly virtues with which Her Majesty is personally endowed, and I am especially gratified to find that Her Excellency takes the same keen interest in the generous work of affording medical aid to the suffering women of India as Lady Dufferin took with the hearty approval of Her Majesty The noble example of these illustrious ladies can no where be better appreciated than it is in Indore where the name of my illustrious ancestress Ahilya Bai is revered with filial affection by all our people With feelings of sincere gratification at the visit of Your Excellencies, and with a deep sense of loyalty towards the Queen-Empress at whose hands I personally experienced so much kindness in London on the auspicious occasion of Her Majesty's Jubilee, I ask you, ladies and gentlemen, to drink to the long life and happiness of the Viceroy and Lady Lansdowne

The Viceroy s Speech

Your Highness, Ladies, and Gentlemen, I have listened with the greatest pleasure the words in which His Highness the Mahara

has proposed my health and to the loyal sentiments with which he has accompanied the toast. One of the great advantages of the annual tour which the Vicroy is in the habit of making is that it brings him into contact with the principal rulings Chiefs of India, and enabls him to make their personal acquaintance and to discuss with them, without official restraint, any matters in which they are specially interested. Personal intercourse of this kind cannot fail to render their relations with the Government of India easier and more satisfactory to both sides. I should certainly have been sorry to conclude my persent tour without paying a visit to this important State. His Highness is responsible for the welfare of a million of human beings, and I have no doubt that the task of governing them and providing for their requirements is not without its irksome responsibilities. I am glad however, to learn that His Highness takes a personal interest in public affairs, and I have heard with especial satisfaction of the zeal which he has shewn in promoting the cause of education among the subjects. I hope to have the pleasure of seeing something of the schools and colleges which have been established here either by the State or under its direct encouragement. His Highness's thorough knowledge of the English language, of which he has given a striking proof this evening, shews that he has himself not neglected the eduaction which he

received at the Indore College as a youth. I am also glad to know that His Highness has done much for the medical care of his people, and that a large free hospital has recently been opened in the city at the expense of the State—a boon for which I feel no doubt they will be grateful I wish also to take this opportunity of congratulating His Highness upon the successful measures which he has taken since I have been in India for the suppression of dacoity and for the dispersal of some of the gangs whose depredations were until lately a serious source of danger and a public scandal in this part of India I can assure His Highnes that it is the earnest desire of the Government of India to give him every possible encourgement and that so long as he is animated by the feelings which he has so well expressed in his speech this evening, he may count upon my cordial support and good-will I will not end my acknowledgements of Your Highness s kindness without thanking you especially for your graceful reference to Lady Lansdowne The part which she has been able to take in promoting the good work commenced by Lady Dufferin has added greatly to the interest of her life in India and I am sure that she will rejoice to know that she can count upon Your Highness as one of the friends the movement which she has so much at And now, ladies and gentlemen, I will to join with me in drinking to the he

His Highness the Maharaja, and in thanking him for the hospitality with which he has received and entertained us during our visit to his State

The Maharajah's Reply

Your Excellency —I am exceedingly obliged to you Excellency for the very kind way in which you have proposed my health From the representative of Her Most Gracious Majesty such words are particularly gratifying to me I have always looked upon the administration of the British Indian Empire as a great model for administering my own State Following that model, I have always endeavoured to promote the welfare of my subjects I am perfectly sensible that what I have been able to achieve is only a small portion of what I should wish to see accomplished, but the support which I have hitherto received from all the Viceregal representatives at the Residency, and which I trust I shall continue to receive from Your Excellency's present representative my esteemed friend Mr Crosthwaite, leads me to hope shat, under God, I may beable to do much more for my subjects in the near future

No 5

Address presented on the occasions of the Queen's Jubilee by The Calcutta Medical Society February 1887

MAY IT PLEASE YOUR MAJESTY,—We the

members of the Calcutta Medical Society, and of the medical profession, residing and practising in the city of Calcutta crave to approach your Imperial Majesty on the auspicious occasion of the 50th anniversary of your Majesty's ascension to the throne of Great Britain and Ireland, with our humble and heartfelt congratulations and our earnest hopes that a life and reign which have been so conspicuously adorned by those qualities which promote social advancement and political prosperity may, by the blessing of God, be greatly prolonged

During your Imperial Majesty's glorious and eventful sovereignty, under the liberal encourgement of a wise administration, and through the untiring effects of the medical officers of Government medical science has undergone a development in India unparalleled in any other country or time

Previous to the period of your Majesty's ascension of the throne medical science in India was mainly respresented by the relics of the Vedic
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of a special class the members of which applied the formulx taught them by their fathers on the deductive principle

The cultivation of medical science by the

inductive methods was unknown, and progress was thus impossible. Some feeble and isolated efforts have been made by the medical offices of the Indian Army to diffuse the benefits of rational medicine, by establishing charitable hospitals and dispensaries for the treatment of the natives of the country, and by instructing native youths in the principles and methods of Western medical science.

But it was not until the Calcutta Medical College was established by Lord William Bentinck in 1835 that a systematic and effective attempt was made to train young men of good caste and general education in the science of medicine as taught and practised in Europe. Discarding all race and caste-prejudices, many of the intelligent youths of Bengal entered on the study of medicine with ardour and greatly distinguished themselves both in India and Europe by their assiduity and success. Their example has been largely followed, and the profession of medicine has now become an honourable field of employment for a large and growing section of your Majesty's Indian subjects.

The Calcutta Medical College has expanded its curriculum and improved its means and methods of instruction, until now it stands on a level with the Medical Schools and Colleges of Europe.—1,017 students educated in this school have obtained diplomas and degrees

and 1,480 vernacular licenses and many have completed their education and obtained qualifications in England. A similar College has been organised at Lahore for Upper India. Medical schools imparting instruction, through the agency of native teachers in the vernaculars of the country have also been opened at Calcutta, Agra, Nagpore, Patna, Dacca and Cuttack.

The progress of medical science and education in the Presidencies of Madras and Bombay, has been equally rapid and satisfactory. In this manner, not only have well educated and qualified medical practitioners been supplied for all branches of your Majesty's service, but the benefits of European medicine and surgery have been very largely extended to the native poor, through the establishment over the length and breadth of the Empire of charitable hospitals and dispensaries offered by native graduates and licentiates, while in every considerable centre of population duly qualified medical practitioners are available for employment by the wealthier classes.

The latest phase of medical progress in India is the movement for the supply of medical aid by properly trained doctors and nurses of their own sex to the women of India and these form a large proportion of the whole, whose feelings and customs prevent their resorting to practitioners of the opposite

except on occasions of extreme danger, when often the time for affording effective succour has passed.

We rejoice to learn that this movement, which was initiated by Her Excellency the Countess of Dufferin, has enlisted your Majesty's warm personal approval and support. In this circumstance we venture to recognise a token of your Majesty's concern for the personal as well as the political welfare of your Majesty's Indian subjects. And we derive from it an assurance that in tendering on such an occasion as this, an expression of our thankfulness for the blessings which we enjoy under your Majesty's most enlightened and beneficent sovereignty the tribute of loyalty and devotion which we venture to offer will be graciously accepted.

No. 6.

ROYAL COMMISSION IN CONNECTION WITH THE ADELAIDE JUBILEE EXHIBITION 1887,

No. $\frac{17,\text{Ex.}}{7\text{-}2}$

Extract from the Proceedings of the Government of India in the Revenue and Agricultural Department, under date the 7th January, 1887.

READ—

Despatch No 121 (Statistics and Commerce) dated

the 2nd December, 1886 received from Her Majesty's Secretary of State for India, with which was forwarded the following extract from the *London Gazette* of the 2nd November, 1886 notifying the appointment of a Royal Commission, of which His Royal Highness the Duke of Cambridge is President, to promote the success of the International Exhibition to be held at Adelaide this year —

Whitehall October 30 1886

The Queen has been pleased to issue a Commission under Her Majesty's Royal Sign Manual to the effect following —

VICTORIA R

VICTORIA, by the Grace of God of the United Kingdom of Great Britain and Ireland Queen, Defender of the Faith, to—

Our dear Cousin and Councillor His Royal Highness George William Frederic Charles, Duke of Cambridge, Knight of Our Most Noble Order of the Garter, Knight of Our Most Ancient and Most Noble Order of the Thistle, Knight of Our Most Illustrious Order of St Patrick, Knight Grand Cross of Our Most Honourable Order of the Bath, Knight Grand Commander of Our Most Exalted Order of the Star of India, Grand Master and Principal Knight Grand Cross of Our Most Distinguished Order of Saint Michael and Saint George, Field Marshal Commanding-in-Chief of Our Forces,

Our right trusty and entirely beloved Cousin

William Drogo, Duke of Manchester, Knight of Our Most Illustrious Order of Saint Patrick;

Our right trusty and entirely beloved Cousin and Councillor George Augustus Constatine, Marquess of Normandy, Knight Grand Cross of Our Most Honourable Order of the Bath, Knight Grand Cross of Our Most Distinguished Order of Saint Michael and Saint George;

Our right trusty and right well-beloved Cousin and Councillor Archibald Philip, Earl of Rosebery;

Our right trusty and right well-beloved Cousin and Councillor Henry Howard Molyneux, Earl of Carnavon;

Our right trusty and right well-beloved Cousin Windham Thomas, Earl of Dunraven and Mount-Earl, Knight of Our Most Illustrious Order of Saint Patrick;

Our right trusty and right well-beloved Cousin and Councillor Granville George, Earl Granville, Knight of Our Most Noble Order of tha Garter;

Our right trusty and well-beloved Cousin and Councillor Richard Assheton, Viscount Cross, Knight Grand Cross of Our Most Honourable Order of the Bath, Our Principal Secretary of State for India;

Our right trusty and well-beloved Henry, Baron Thring, Knight Commander of Our Most Honourable Order of the Bath;

Our right trusty and well-beloved Councillor Edward Stanhope (commonly called the Honourable Edward Stanhope), Our Principal Secretary of State for the Colonies

Our right trusty and well-beloved Councillor Sir James Fergusson Baronet, Knight Grand Commander of Our Most Exalted Order of the Star of India, Knight Commander of Our Most Distinguished Order of Saint Michael and Saint George Companion of Our Order of the Indian Empire, one of the Under Secretaries of State to Our Principal Secretary of State for Foreign Affairs,

Our right trusty and well beloved Councillor Sir Henry Thurstan Holland, Baronet, Knight Grand Cross of Our Most Distinguished Order of Saint Michael and Saint George, Vice President of Our Committee of Council on Education,

Our right trusty and well beloved Councillor Sir John Rose, Baronet, Knight Grand Cross of Our Most Distinguished Order of Saint Michael and Saint George,

Our trusty and well-beloved Charles William Fremantle, Esquire (commonly called the Honourable Charles William Fremantle), Companion of Our Most Honourable Order of the Bath,

Our trusty and well-beloved Sir F

Leighton, Barenet, President of the Royal Academy;

Our trusty and well-beloved Sir Richard Owen, Knight Commander of Our Most Honourable Order of the Bath;

Our trusty and well-beloved Sir Francis Philip Cunliffe-Owen, Knight Commander of Our Most Honourab'e Order of the Bath, Knight Commander of Our Most Distinguished Order of the Saint Michael and Saint George, Companion of Our Order of the Indian Empire;

Our trusty and well-beloved Sir Joseph Dalton Hooker, Knight Commander of Our Most Exalted Order of the Star of Ind'a, Companion of Our Most Honourable Order of the Bath, Doctor of Medicine;

Our trusty and well-beloved Sir John Gilbert, Knight;

Our trusty and well-be'oved Sir James Dromga'e Linton, Knight; and

Our trusty and well-beloved John Fretcheville Dykes Donneliy, Esquire, Companion of Our Most Honourable Order of the Bath, Colonel on the Retired List of Our Army;

Greeting!

Whereas it has been notified to Us, through Our Secretary of State for the Colonies, that an International Exhibition is to be he'd in Adelaide, in Our

Colony of South Australia, in the year one thousand eight hundred and eighty seven,

And whereas it is Our wish that the Manufacturing Industry Agriculture and Fine Arts of Our United Kingdom of Great Britain and Ireland, and of Our Colonies and Dependencies in Europe, Asia, Africa and America and in the remaining portions of Australia shall be fully and suitably represented at this Exhibition

Now know ye, that We considering the premises, and earnestly desiring to promote the success of the said Exhibition, and reposing great trust and confidence in your fidelity discretion, and integrity, have authorized and appointed and by these presents do authorize and appoint you Our said dear Cousin and Councillor George William Frederic Charles, Duke of Cambridge together with you the said William Drogo, Duke of Manchester, George Augustus Constantine, Marquess of Normandy, Archibald Philip, Earl of Rosebery, Henry Howard Molyneux Earl of Carnvon, Windham Thomas, Earl of Dunraven and Mount-Earl, Granville George, Earl Granville, Richared Assheton, Viscount Cross, Henry, Baron Thring, Edward Stanhope (commonly called the Honourable Edward Stanhope), Sir James Fergusson, Sir Henry Thurstan Holland, Sir John Rose, Charles Willian Fremantle (commonly called the H

Charles Willirm Fremantle), Sir Frederic Le ghton, Sir Richard Owen, Sir Francis Phillip Cunliffe Owen, Sir Joseph Dalton Hooker, Sir John Gilbert Sir James Dromgale Linton, and John Fretcheville Dykes Donnely to be Our Commissioners to obtain and distribute full information as to the best mode by which the producti of the Manufacturing and Agricultural Industry and the Fine Arts of Our United Kingdom of Great Britain and Ireland Our Colonies and Dependencies, may be procured and forwarded for exhibition, to assist with their advice and co operation and generally to promote the success of the said Exhibition in South Australia

And Our further will and pleasure is that you, or any three or more of you, when and so often as need or occasion shall require so long as this Our Commission shall continue in force, to report to U, in writing under your hand and seals respectively, all and every the several proceedings of yourselves had by virtues of these presents

And lastly, We do by these presents ordain that this Our Commission shall Continue in full force and virtue until the c ose of the sa d Exhibit on and that you Our said Commissioners, or any three or more of you, shall and may from time to time, and at any place or places, proceed in the execution thereof and

of every matter and thing therein contained, although the same be not continued from time to time by adjournment; and for the purpose of aiding you in such matters, We hereby appoint Our trusty and well-beloved Sir Herbert Bruce Sandford, Knight Lieutenant-Colonel and Honorary Colonel on the Retired List of Our Army, to be Secretary to this Our Commission

Given at Our Court at *Saint James* the twenty-ninth day of *October*, one thousand eight hundred and eighty-six in the fiftieth year of our reign.

By Her Majesty's Command,
(Sd.) *Henry Matthews*,

No. 7.

CONSUMPTION OF OPIUM IN INDIA.

No 4938, dated 28th October 1890.

From—J. F. FINLAY, ESQ Deputy Secretary to the Government of India. Finance and Commerce Department.

To—All Lo al Governments and Administrations.

I am directed to forward copies of a letter the Chairman of the Society for the Suppre[illegible] the Opium Trade, enc[illegible]

adopted by that Society on the 3rd June 1896, and of a memorial addressed to Her Majesty's Secretary of State by the same Society, and a reprint of the passages to which references are made in the appendix to the memorial

2 I am directed to request that will submit, for the consideration of the Government of India, any remarks which

His Excellency the Governor-in Council
His Honor the Lieutenant-Governor
you

may desire to make on these papers The general questions raised in the memorial should be discussed so far as they affect the ———, and the suggestions made in paragraph 18 of the memorial regarding the grant of licenses for the retail [illegible] the premises shou[illegible] reply should also [illegible] regarding the ——— contained either in the memorial or in the extracts referred to in the Appendix

No 1955—918—90 E I dated 18th December 1890

From—Captain L S NEWMARCH, Secretary to the Chief Commissioner of Coorg

To—The Secretary to the Government of India, Finance and Commerce Department

I am directed to reply to your No 4938 of the 18th October last forwarding, for report, a memorial and connected papers submitted to the Secretary of

State by the Society for the suppression of the Opium Trade

2 The enclosed letter* from the Commissioner of Coorg is his report on the Subject

3 The questions raised do not affect Coorg much, and as the orders already passed by the Chief Commissioner, together with any general information that may be required, will be found in the several Annual Reports on the excise administration of the district, Sir Oliver St John has no special remarks to offer here He sees no reason however, for treating opium shops differently from beer or spirit shops

No 601—820 B dated 27th January 1891

From—F C ANDERSON ESQ, Offg Secretary to the Chief Commissioner Central Provinces

To—The Secretary to the Government of India Finance and Commerce Department

I am directed to acknowledge the receipt of Mr. Finlay's letter No 4938, dated the 18th, October 1890, forwarding, for the Chief Commissioner's remarks copies of a letter from the Chairman of the Society for the Suppression of the Opium Trade, together with a copy of the Resolutions adopted by that Society on the 3rd June 1890, also of a memorial addressed t Her Majesty's Secretary of State by the sa Society, and a reprint of the passages to w references are made in the appendix t memorial.

2 In reply I am to forward herewith a copy of letter from the Commissioner of Excise, Central Provinces, No 2750, dated the 22nd December last, with a copy of its enclosures, and to invite the special attention of the Government of India to the orders contained in this Administration's letter No 5106—500, dated the 14th August 1890, to the address of the Commissioner of Excise (a copy* of which forms one of the above enclosures)

3 I am to say that Officiating Chief Commissioner agrees with the Commissioner of Excise in his remarks about distinguishing opium eating from opium-smoking, and the greater importance of discouraging the latter in every legitimate manner

No 466 R dated 31st January 1891

From—F C DAUKES, ESQ, Secretary to the Chief Commissioner of Assam,

To—The Secretary to the Government of India, Finance and Commerce Department

I am directed to acknowledge the receipt of your letter No 4948, dated the 18th October 1890, forwarding copies of a communication from the Chairman of the Resolutions adopted by that Society on the 3rd June 1820, and of a memorial addressed to Her Majesty s Secretary of State by the same Society, together with a reprint of the passages to which references are made in the appendix to the memorial

2. In reply I am to forward the accompanying copies of letters from the Commissioner of Excise, Assam, and the Commissioner of the Assam Valley Districts, which, in the Chief Commissioner's opinion, furnish conclusive answers to the memorialists so far as opium and opium-dens are concerned. The latter, however numerous in large Indian cities are unsuited to the habits and ways of living of a sparse agricultural population, such as that of Assam and are not found in this Province.

3. In regard to licenses for the sale of narcotic drugs, I am to point out that while it is true, as stated in paragraph 6 of the memorial, that the number of shops for the sale of narcotic drugs rose between the year 1879-80 and 1888-89, yet the number for the past four years have been almost constant (*vide* table under pargraph 51, page 21 of the Excise Administration Report of Assam for 1889-90), and that, as shown in table No. I, appended to Mr. Driberg's note, now forwarded, the number of such shops was reduced to 279 for the year 1890-91. At the same time, the duty on *choor ganja* was raised from Rs. 6-8 to Rs. 7 per seer from 1st of april 1890.

4. In conclusion, I am to say that the Chief Commissioner bases no argument on the increase of population which the forthcoming census is expected to show, until he has bef

him the actual figures by which it can be supported

No 1—10 dated 2nd February 1861

From—H THIRKEL WHITE ESQ, Secretary to the Chief Commissioner, Burma,

To—The Secretary to the Government of India, Finance and Commerce Department

I am directed to acknowledge the receipt of your letter No 4938, dated the 18th October 1890, concerning representations made by of the Society for the Suppression of the Opium Trade on the subject of the consumption of opium in India

2. I am to submit a copy* of a memorandum, dated the 8th December 1890, by the Financial Commissioner on the subject of the represntations made by the Society so far as they affect this Province, and I am also to communicate the following remarks

The main proposition advanced by the Society are—

(i) that the habit of opium-smoking is on the increase,
(ii) that houses licensed for consumption on the premises are causes of great demoralization

The measures advocated by the Society are the closing of all opium shops, and the absolute prohibition of the sale and possession of opium

except for medicinal purposes, or at any rate the closing of all shops licensed for the retail sale of opium to be consumed on the premises.

3. As regard the allegation that the habit of opium-smoking is on the increase, the statement is not made with special reference to this Province. The following table shows the quality of opium taken out from the treasuries in Lower Burma and the number of shops in each year since the year 1878-79:—

	Quantity taken out from Treasury.	Number of shops.
	Seers.	
1878-79	49,603	67
1879-80	47,797	67
1880-88	54,265	68
1881-82	41,857	28
1882-83	41,349	18
1883-84	43,291	18
1884-85	41,993	18
1886-87	38,710	17
1887-88	45,983	17
1887-88	48,226	15
1888-89	51,139	16
1889-90	53,348	20

There is no reason to believe that a increase in consumption during the past f

years indicates any serious extension during that period of the practice of opium-eating and smoking among the Burmese, or that it is greatly disproportionate to the growth of the non-Burman population. Some part of it is certainly due to improved checks upon illicit consumption It will be observed that the issues in 1889-90 were below those in 1880-81.

At the same time there is evidence that the consumption of opium by Burmese is in some districts of Lower Burma already very considerable, and there can be no doubt that it is to people of that race an absolute poison, destroying their morals and degrading them in every way. It cannot, moreover, be assumed that the figures showing the quantity of opium issued by Government to licensed vendors are a correct indication of the total quatity of opium consumed. In spite of the efforts which have been made to put a shop to smuggling much illicit traffic in opium is still carried on. Sir Alexander Mackenzie would be disposed to infer from the reports and evidence before him that the use of opium among the Burmese is increasing, though not as yet to any very serious extent, save in special tracts, such as Arakan, the seaport towns, and the delta of the Irrawaddy.

3. But, even it is admitted that the consumption of opium is increasing, the question whether the Government can take effectual

measures to check the increase remains for consideration The reduction in the number of retail shops has little effect in Lower Burma on the quantity of opium issued to retail vendors If the number of shops is reduced, the average quantity of opium sold by each shop increases In spite of all precautions the licensees arrange to hawk their opium about the country If all shops were closed it is certain that illicit trade would be carried on to a great extent, and, so long as the possession of opium in the authorized quantities by Burmans is allowed, the difficulty of checking this traffic is almost insuperable It has, more over, been frequently explained that there is in this Province, a considerable non Burman population consisting of Shans, Chinese and others, who are accustomed to the moderate use of opium, and who consume it without ill effects, or even with beneficial results The Chief Commissioner is not prepared to advise the absolute prohibition of the sale of opium in Burma by persons of non-Burman descent Such a step would be an unjustifiable interference with the habits of a large section of the population and would be quite impossible to enforce As the Financial Commissioner remarks, even the prohibition of the use of *ganja* cannot be absolutely enforced. Indians who are accustomed to use it will have it and can arrange to get it The enforcement of a general prohibition of the use of ‿ *would present still greater difficulties, as* ⁺

30th April 1880, paragraphs which are reprinted in an annexture to this letter. Sir Charles Aitchison gave two reasons, and only two, for not acting upon that conclusion. One was the existence of a large opium-consuming non-Burman population. The other was that it would be cruel to withdraw the drug suddenly from the large number of Burmans whom we had allowed to take to it. Sir Alexander Mackenzie does not propose to interfere with the supply to foreigners of non-Burmans race. As regards opium eating Burmans, it is only necessary to provide for the case of those men of the present generation who are too old to break themselves of the habit all at once with safety. It might be provided by rules that Burmans of say not less than 40 years of age, who were accustomed to opium, might register themselves as 'foreigners' for the purpose of the Opium Act and Rules and receive a certificate entitling them to purchase and possess the ordinary legal quantity. The registers once made up would be finally closed, and no such exception would be made hereafter. If the two collections of (further) papers relating to the consumption of opium in Burma, published in 1885 and 1886, be examined, it will be seen that the opinions of many local authorities,† especially of those best acquainted with Burmese, lent to the side

†See the annexure to this letter. *(Not Printed)*

of the total prohibition, and, so far as Sir Alexrnder Mackenzie can see no new arguments against this were advanced beyond those, mentioned above The chief reason of setting aside the suggestion was, the Chief Commissioner has little doubt, the loss of revenue involved He is well aware that there would be difficulty in enforcing such e prohibition, but he did not despair of making it more and more effective in its operation as time went on. The law would, to say the least, be a schoolmaster inculcating on the Burmese mind the disfavour with which in their case the Government viewed the use of opium. The Government is at present in this respect in a false position

6 There remains the question whether shops be licensed for the sale of opium to be consumed on the premises The remarks of the Society on this point apply to other Provinces, but it is understood that their recommendation in this matter is of general application, and that, if they cannot obtain the absolute prohibition of the sale of opium, they wish the practice of the consumption of opium on the premises of licensed shops to be generally forbidden, There is in the correspondence already before the Government of India a considerable body of opinion among the local authorities consulted in the Province that one of the measures which might be taken to

check the consumption of opinion is the prohibition of its possession elsewhere than in a licensed shop On this point opinions are not indeed unanimous, the weight of opinion seems to incline in this direction Sir Charles Aitchison, in his Minute of the 30th April 1880, recommended the adoption of the proposal On the other hand, in his note forwarded with this office letter Fo 8983 3 8 dated 30th December, 1880, Sir Charles Bernard showed cause against it, but later, as appears from paragraph 7 of this office letter No 188 2 E, dated the 8th December 1886, his view of the proposal seems to have been modified, and he thought it possible that some such arrangement might be desirable hereafter The view taken by the officers who have advised that opium should be allowed to be consumed only in licensed shops is that Burmans of the more respectable classes will not acquire the habit of opium-eating or smoking if they are unable to take opium to their own home, and that public opinions could be more efficiently exercised under an arrangement of this kind On the other hand, officers whose opinion is entitled to respect have shown cause against this proposal and support the view taken by the Society If the suggestion above put forward (that the possession of opium in any quantity by natives of Burma should be illegal) found acceptance there would, in Sir Alexander Mackenzie's opinion,

be no need to interfere with the consumption on the premises of the licensed shops, which would be frequented only by the Chinese and other opium-consuming races The existence of such places would in a measure facilitate the exercise of check upon the habits on the Burman populotion. But if the Government of India is not prepared to accept the propasal in question, Sir Alexander Mackenzie has no hesitation in declaring himself an advocate for the absolute closing of opium taverns to men of Burmese race. As Chief Commissioner of the Central Provinces (where there are no Chinese or other races generally accumtomed to drugs,) he ordered the closing of all drug taverns on the ground that it was desirable to put a stop to the temptation afforded by gregariousness in vice and he sees no reason to doubt that the same principle would apply in Burma. He has no faith in the check supposed to be exercised by "public opinion," which is the main argument relied on by those who advocate the restriction of consumption to licensed premises. Public opinion has failed to check the re ort of Burmans to opium shops in Arakan and other places. Only the law and its penalties can prevent the extension of a habit pernicious to the Burman race, and the Chief missioner would, as already indicated, place the stigma of criminal law the use of opium by

members of that race and, failing this, he would exclude them from all opium shops, and make them consume their poison, if they will have it, in the retirement of their homes

7. It is indisputable that the Chief Commissioner's proposals would involve some sacrifice of revenue in Lower Burma, but Sir Alexander Mackenzie does not think that this ought to outweigh the moral considerations on the other side, and if it were possible to prohibit the importation of Yunnan and other foreign opium into Upper Burma, and to insist on the general use by foreigners of the Bengal drug, it would probably be found that the loss to Government over the whole Province would be largely made up The Chief Commissioner is not, however, as yet in a position to say whether the enforcement of such a measure in Upper Burma would be feasible It is a question which he has asked the Financial Commissioner to consider The Government of India may, moreover see some political objection to interfering so directly with the China frontier trade, but, if the loss of revenue should prove to be serious, he believes that Burmese opinion would accept a moderate increase of the land tax or the rice duty as a small price to pay for the withdrawal of the drug which is ruining sons many of their race.

No 371 C, dated 22nd February 1891.

From— Colonel G H TREVOR, Chief Commissioner,
Ajmere-Merwara,

To—The Secretary to the Government of India,
Finance and Commerce Department

In reply to your letter, No 4938, dated the 18th of October 1890, forwarding a copy of the memorial* of the Society for the Suppression of the Opium Trade, and asking for an expression of my opinion and for my remarks I may have to offer thereon, I have the honour to submit a copy* of a letter No 518 R, dated the 12th of February 1891, from the Commissioner of Ajmere- Merwara on the subject, with the following remarks from myself

The view expressed by Colonel Biddulph that the closing of the opium and *chandu* shops in Ajmere and Merwara ' would not cause any decrease in the use of the drug, while on other hand it is far preferable to have these shops under strict supervision and open to inspection at any time than to have smoking dens which could not be controlled in the same way" is that under which the existence of the shops has hitherto been justified and is not without force But I have always felt a doubt as to whether Government should indirectly lend its sanction to the establishment

interest of a vintner not to let him get intoxicated on the premises, for fear the license should be revoked, and for the same reason not to encourage drinking that makes men disorderly The liquor having issued from a Government distillery its quality has been tested, and, as a rule, it does not pay the vintner to change the quality except by dilution which is common enough These conditions do not, I believe apply to the case of the opium den, at any rate in equal degree There no attempt is made, or if made, it is more difficult, to check excess, and though excess may not lead to crime in the same way as liquor does, it produces a more lasting effect upon the invidual, and through him or her on future generations

(2) The community that would be affected by the suppresson of opium dens in India is very much smaller than that which would be affected by the suppression of shops where liquor may be drunk on the premises. In some parts it is possible that the number of those who take a little opium is not much less than the number who drink a little liquor but an infinitesimal fraction of the former resort to opium dens, and my present remarks do not contemplate fresh interference with shops at which opium sold is not confirmed on the premises

No. 221, dated 19th March 1891.

From—C A Galton, Esq, Secretary to the Government of Madras, Revenue Deptment,

To—The Secretary to the Government of India, Finance and Commerce Department.

In reply to your letter No. 4938, dated 18th October 1890 forwarding, for the remarks of His Excellency the Governor in-Coucil, a memorial presented to the Right Honourable the Secretary of State by the Society for the suppression of the Opium Trade, I am directed to Dated 17th Feb 1891, No 65 forward the marginally *(Not printed)* noted proceedings of the Board of Revenue, and to offer the following remarks

2 So far as this Presidency is concerned, the

Years,	Quantity of Opium consumed	Number of places of vend for Opium and other intoxicating drugs	Revenue.
			Rs.
1880-81	53,942	1,208	6,33,751
1881-82	99,520	1, 21	4,03,519
1882-83	77,182	1,091	5,61,501
1883 84	76,578	1,107	5,96,615
1884-85	74,605	1,089	6,12,885
1885-86	62,806	1,062	7,11,150
1886-87	68,178	1,163	6,21,780
1887-88	66,824	1,127	5,96,155
1888 89	67,042	1,172	6,32,041
1889-90	67,224	1,052	5,93 967

interest of a vintner not to let him get intoxicated on the premises, for fear the license should be revoked, and for the same reason not to encourage drinking that makes men disorderly The liquor having issued from a Government distillery its quality has been tested and, as a rule, it does not pay the vintner to change the quality except by dilution which is common enough These conditions do not, I believe apply to the case of the opium den, at any rate in equal degree There no attempt is made, or if made, it is more difficult to check excess, and though excess may not lead to crime in the same way as liquor does it produces a more lasting effect upon the individual and through him or her on future generations

(2) The community that would be affected by the suppression of opium dens in India is very much smaller than that which would be affected by the suppression of shops where liquor may be drunk on the premises. In some parts it is possible that the number of those who take a little opium is not much less than the number who drink a little liquor but an infinitesimal fraction of the former resort to opium dens, and my present remarks do not contemplate fresh interference with shops at which opium sold is not confirmed on the premises

Letter to Govt. of India, No 1529, dated 15th Nov 1872

†E. M C No 583, dated 15th May 1855, and letter to Govt of India, No 584, dated 15th May 1855

Letter to Govt of India, No 702, dated 11th June 1855

Letter to Govt of India, No 909, dated 26th July 1855

‡G O No 518 dated 29th April 1874

that a similar opinion was long entertained* by this Government as the result of special enquiries made on the subject about the year 1855† but that this opinion was abandoned twenty years later when a careful further enquiry showed that it did not represent the actual fact,‡ but that on the other hand there was a large consumption of opium in the four northern districts of Ganjum, Vizagapatam, Godavari, and Kistna

4 The memorialists next comment upon the statements contained in the progress and condition reports for 1884-85 and 1887-88 relative to the free grant of licenses in some of the hill tracts and the supply of opium to the people in the hill tracts of the northern districts of the Presidency at a lower price than elsewhere The memorialists have not correctly apprehended the policy of Government in this matter, A perusal of the§ appendix attached to the Board's Proceedings forwarded herewith will show that this Government has been endeavouring to reduce the consumption of opium in these tracts as much as possible, and that if any leniency was shown

in the matter at first, it was only out of deference to the consideration that a sudden change might be productive of more harm than good among a population addicted by long habit to the use of the drug

5 As regards the proposal made in paragraph 18 of the memorial, I am to state that His Excellency in Council agrees with the Board of Revenue in thinking that opium dens, such as those described in the appendices to the memorial, do not exist in this Presidency, and that, as far as there do exist shops where opium is brought and consumed on the premises, the provisions always inserted in the licenses for the vend of opium and for the manufacture and sale of intoxicating drugs, with a view to secure decency and good order in the place of vend, have been found to be quite sufficient to prevent the occurrence of scenes such as those to which the memorialists refer

No 89, dated 20th March 1891.

From—J A Crawford, Esq., Secretary for Berar to the Resident, Hyderabad,

To—The Secretary to the Government of India, Finance and Commerce Department

I am directed to acknowledge the receipt of your letter No 4938, dated 18th October last, calling for remarks on certain papers received from England regarding the sale of opium and

other intoxicating drugs, and to state as follows

2 It is true, as stated in those papers, that the numer of licensed shops in the Hyderabad Assigned Districts had, between the years 1879 80 and 1888-89 increased from 532 to 604, and except in so far as it may be accounted for by the increase of the population and of wealth, Sir Dennis Fitz patrick cannot find that there was any reason for the increase of the population and of wealth, Sir Dennis Fitz patrick cannot find that there was any reason for the increase From the 1st of April 1890 however, the number of shops was reduced to 587 and the Commissioner has now been directed to reduce it by at least 50 more following the principles recently laid down for his guidance in the case of liquor shops and to report how much further it can be reduced

3, As regards the matter of consumption on the premises, there is at present no direct prohibition of consumption there, its having been thought sufficent to provide under a penalty that no intoxication shall be permitted on the permises and indeed it would be obviously impossible to prevent a purchaser swallowing before he leaves the premises, the very minute dose of opium which he buys As a matter of fact, it is believed that drugs which are sw lowed are as rule not consumed on the pr but *madak*, in which form opium is s

though only to a limited extent, in the Hyderabad Assigned Districts, is commonly smoked on the premises. The Resident, however has now directed that a clause shall be inserted in all future licenses for the retail sale both of drug and liquor providing under a penalty that no persons shall be allowed to collect or loiter on the premises, and in the case of drug licenses that no smoking of drugs shall be permitted on the permises. He has further directed that police shall be specially instructed to insist upon the enforcement of this condition, and that the manner in which it is enforced shall be noticed in the annual Excise Reports.

4. As for the suggestion made by the suppression of the Opium Trade "that the Government of India should be directed to use the absolute discretion conferred on it by the Indian Opium Act of 1878," "by the adoption of measures having for their object to limit the sales of opium to that which is necessary for medical use.' Sir Dennis Fitzpatrick will not go so far as to say that this would be impossible in a territory isolated from opium producing tracts and in which the use of opium had been previously little, if at all, known; but in the various parts of India in which he has served the pratice of eating or smoking opium has come down from a period anterior to our rule. Opium, if not got in one way, can be got in another, and any proposal absolute to prohibit

the use of it now would in his opinion be so completely beyond the range of practical politics as to be scarely worth discussing.

5. There seems to be no doubt that there are, or until the other day have been, places in India, where, owing to a want of proper supervision and control. abuses have prevailed like those described in these papers, and which at least strike one with greater horror than any corresponding abuses in countries where people are demoralized by drink but the Resident would affirm, without fear of contradiction, that, speaking generally, the evils arising from indulgence in drink in England are vastly greater than those arising from indulgence in opium in those parts of India with which he is acquainted, and yet he persumes no responsible person would think of suggesting that the sale of intoxicating liquor in England except for medicinal purposes should be absolutely prohibited by law.

6. That persons are found to suggest such a prohibition in regard to opium in the most general terms for the whole of British India is, he suspects, due, apart from the appalling but remediable abuses now brought to light in [illegible] causes, *viz.*, first that [illegible] cohol seems to those [illegible] thing in the world, the eating or smoking of opium even in moderation presents itself to them as a strange, [illegible]

and unnatural sort of indulgence, deserving of no consideration whatsoever, and, secondly, that they imagine that the Government of India, as a despotic Government, can do anything not naturally impossible Hence they feel no hesitation in recommending the universal prohibition of the sale of opium except for medicinal purposes, and they suppose that such a measure could be easily carried out by the exercise of the "absolute direction" conferred by the Indian Opium Act

7 Now upon this it be observed, to begin with, that, though the Indian Opium Act of 1878, like some other Acts passed about the same time confers upon the executive authorities a latitude of discretion which, from a constitutional point of view, Sir Dennis Fitzpatrick has always regarded as excessive, it will nevertheless be perfectly clear to any one who studies that Act and bears in mind the state of things under which it was passed, that it was never intended to confer upon the executive authorites power to do anything of the sort now proposed, and that to attempt to do under it anything of that sort would be a very gross abuse of the powers which in confers

8 Further, supposing this difficulty to be got over, the question would remain whether it would be justifiable or expedient to take such action, and the Resident is decidedly of opinion that it would not In the first place he is of

opinion, though doubtless some persons will differ from him on this point, that it would involve a interference with individual liberty far in excess of what is justified by the nature and extent of the evils which necessarily result from the use of opium, that is to say, of the evils which do not admit of being checked by a stricter system of supervision and control, and in the second place, supposing considerations of this sort which even the most despotic Government cannot venture to disregard, could be set aside, he is convinced that such a measure would be practically unworkable, and would lead to vastly more mischief than it would succeed in preventing

9. Every one who has had experience of the working of the opium law knows that opium owing to its extremely small bulk and the facility with which it can be stowed away' presents facilities for smuggling and clandestine sale immensely surpassing those presented by any other commodity in ordinary use

As it is our officers are driven to their wits ends to suppress the limited and not very highly organised system of illicit traffic which has been evoked our severe duties on opium, and, if we were to make it impossible for those addicted to the use of opium to get anyth [illegible] of illicit [illegible] a scale [illegible]

should be utterly powerless to cope with it, Speaking generally, 10 grains would be an ordinary daily allowance bo an opium eater, 20 grains would be a very full daily allowance. A seer of opium contains 1,440 times ten grains and would be quite a stock-in-trade, and yet it is a very small thing, for opium is a heavy substance. Let any one picture to himself the difficulty of de.ecting the smuggling and surrepitious sale over an immense extent of territory, and for the supply of many millions of consumers, of such a commodity, and let any one who knows this country picture to himself what the attempt to suppress it here would mean The imagination, at least the imaginatson of an ordinary practical man, refuses to conceive the establishment that would be required for such a purpose, and to any one who knows the class of persons who would have to be employed for such a purpose here, the prospect of oppression, corruption, and extortion which the suggestion opens out, is truly appalling. No doubt if we covered the whole face of the country with a net-work of preventive establishments, and resorted to an extreme of severity whenever we got a conviction, we should succeed in diminishing to some material extent the consumption of opium; but the advantage thus gained would be as nothing compared [illegible]

10. [illegible] of
opinion, [illegible] ave

put forward this proposal, that subject to a possible exception in the case of distiicts which are isolated from opium-producing tracts and in which the use of opium has not yet become established, the idea of prohibiting the sale of opium except for medicinal purposes may be at once put aside as wholly impracticable

There are, in his opinion only two ways in which we can check the evils which form the subject of this correspondence The first is putting on duties so servere as to raise the price of opium to the highest figure to which it can be raised without unduly stimulating illicit trade and thereby defeating our object We have already, I am to say, carried this so far in the Hyderabad Assigned Districts that opium there sells to the small retail purchaser for its weight in silver The other way is by a strict system of control and supervision We have not as yet, it is true done all that can be done in this direction but we are endeavouring to do it and we shall always be glad to receive suggestions from outside as to how it should be done

No 57 dated 20th March 1891

From—R SMEATON, ESQ, Se retary to the Govearnment N W Provinces and Oudh

Mo—The Secretary to the Government of Finance and Commerce Department

I am directed to acknowledge your

No. 4938, dated the 18th October 1890, with which were forwarded, for any remarks the Leieutenant-Governor and Chief Commissioner might desire to make papers received from the Chairman of the Society for Suppression of the Opium Trade.

2. The exaggerated and inaccurate nature of the statements on which the memorial addressed by the Society to Her Majesty's Secretary of State for India is mainly founded was explained in paragraph 2 of my letter No. 433, dated the 28th November 1889, to your address. Mr. Caine's account of the "Opium den" in Lucknow has already formed the subject of inquiry and correspondence. The account given by the Special Commissioner of the *Bombay Guardian* of the similar place at Allahabad consists mainly of a report of a conservation purporting to have been held between the Special Commissioner and the frequenters of the den. This gentleman was obliged to utilise the services of an interpreter, who appears to have explained matters, as guides are apt to do, in a manner which he thought would be gratifying to the Commissioner. But he was abusing even the most blind credulity when he informed the Special Commissioner that the opium-eaters before him were asserting that a memorial for the prohibtion of the drug would probably be signed by every opium consumer in Allahabad. It is

hardly conceivable that he could have expected to be believed when he made it appear that habitual opium-smokers were expressing themselves to a stranger as desirous of foregoing the use of the drug for the sake of public reform

3 In this connection I am to point out that if every shop licensed for the sale of opium were at once abolished the drug would unquestionably be consumed by those who indulge in it at their own homes and that if the Government levied no excise on opium the consumption of the drug would without doubt be enormously increased The poppy is very extensively grown in the North-Western Provinces and Oudh, and very great facilities for its illicit sale and consumption necessarily exist even under the present restrictions Any relaxation of Government interference would result in greater opportunities for illicit consumption and in a large increase in number of opium consumers

I am to refer to paragraph 21 of the Resolution of this Government, No 222—XIII —38, dated *4th August 1890 to show that* the restriction engages its attention

4 With reference to paragraph 3 of the memorial, I am to remark that whatever the rise in the number of opium shops since 1879-80 may have been there are now fewer shops of this kind in the North-Western Provinces and Oudh than in any other province of India except Burma and Assam. Shops for the sale

of ganja, hemp, &c., are more numerous in comparison. because it is in these provinces, and especially in the Eastern districts, that these drugs are mostly grown and used. In this case, too, the effect of removing the excise would in all probablity be to increase the consumption ot these drugs The sale being under Government control any tendenby to increase the number of these shops unnecessarily has always been closely watched by Government as the figures given in the memorial and reproduced below will show:—

Year,				Number of shops for the sale of drugs.
1883-84	...	...	...	4,709
1884-85	...	...	...	4,897
1885-86	...	...	...	4,785
1886-87	...	...	...	3,757
1887-88	...	...	...	3,857
1888-89	...	...	...	3,878

5. As regards paragraphs 4 and 7 of the memorial, I am to say that the figures are substantially correct. The question of the consumption of hemp drugs, opium, *madak* and *chandu* was fully discussed in the Resolution above quoted. I am to invite attention to that portion of paragraph 20 of the Resolution, which deals with opium shops, as evidencing the feeling and action of this Government in the matter. The Lieutenant-Governor and Chief Commissioner is of opinion that the

policy of opening new shops for the sale of opium is questionable The number of shops has no doubt risen from 792 in 1879 to 1,084 (to quote the figures given), but this has been mainly due to the necessity of choice between two evils *viz* increased illicit use of opium on the one one hand, or increased number of places where illicit opium may be brought on the other The Government prefers to choose the latter, and lesser of the e evils

6 I am also to invite attention to paragraph 18 of the Resolution quoted above, which deals with hemp drugs The number of shops in 1888-89 was only one to every 11,300 persons

7 As regard paragraph 18 of of the memorial, I am to invite a reference to paragraph 21 of the Resolution (No 223, dated 4th August 1890) on the

Districts	Number of shops	Districts	Number of shops
Dehra Dun	1	Allahabad	2
Meerut	1	Jaunpur	1
Aligarh	2	Azamgarh	1
Agra	2	Mirzapur	2
Farukhabad	2	Benares	2
Moradabad	1	Jhansi	1
Badaum	1	Lucknow	2
Bareilly	1	Fyzabad	2
Pilibhit	1		—
Cawnpur ...	1		29

last Provincial Excise Report It was there shown

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Badaum	1	Lucknow	2
Bareilly	1	Fyzabad	2
Pilibhit	1		
Cawnpur	1		29

last Provinc al Excise Report It was there sh

that there had been from that year continuous decrease in the number of the so called "opium dens" At the close of the excise year ending 30th September 1889 there were only 54 *madak* and *chandu* shops (that is shopt for the consumption of opium on the premises) in the 40 districts of the North-Western Province and Oudh with their population of about 48 millions—as compared with 324 shops at the close of 1883 84 During the current excise year this number has been still further reduced to 26, as shown in the margin, and in 31 districts out of 49 there are now none of these shops in existence

8 Turning to the appendix to the memorial, I am to observe that Mr Caine, (page 2) writes —"In the city of Lucknow there are thirty distilleries of native spirits, 201 liquor shops, 24 opium shops and 92 for *bhang* and other intoxicating drugs" In the whole Lucknow "district"—an area of about 1,000 square miles, with a population of nearly 700,000—there were during 1888 89 one distillery 136 shops for the retail vend of country spirits 86 drug shops, 3 *madak* and *chandu* shops (the so-called 'opium dens) and 27 opium shops not licensed for consumption on the premises There seems to the Lieutenant-Governor and Chief Commissioner to be little practical usefulness in engaging in a never-ending discussion on the merits or demerits of the Indian Excise system

with critics who have shown themselves quite incapable of understanding the uses of accuracy, whose object is not to prove their contentions but to impress the general public, and to that end to declaim and who cannot therefore be expected to forego their methods of controversy before the most cogent reasoning or the most unanswerable statistics

9 I am to point out that Mr Caine is equally wrong (page 3 of the appendix) in confusing ' doubled revenue" with doubled consumption', Inquiry shows conclusively that the increased revenue is very largely due to increased stringency on the part of Govenment, and to the preistent suppression of illicit traffic

20 As regards the temperence movement to which Mr Caine refers I am to invite attention to paragraph 7 of the Resoluteion (No 223, dated 4th August 1890) on the Excise Report referred to above, where the Lieutenant Governor and Chief Commissioner alluded to the growth of a temperance movement in these Provinces The Government will always be glad to welcome such movements on the parts of the people

No 74? dated 14th March 1891

Erom—R G Thomson, E q, Officiating Revenue Secretary to the Government of the Punjab,

To—The Secretary to the Government of India, Finance and Commerce Department

I am directed to aknowledge the receipt of your

that there had been from that year continuous decrease in the number of the so-called "opium dens." At the close of the excise year ending 30th September 1889 there were only 54 *madak* and *chandu* shops (that is, shopt for the consumption of opium on the premises) in the 40 districts of the North-Western Province and Oudh with their population of about 48 millions—as compared with 324 shops at the close of 1883 84 During the current excise year this number has been still further reduced to 26, as shown in the margin, and in 31 districts out of 49 there are now none of these shops in existence

8 Turning to the appendix to the memorial, I am to observe that Mr Caine, (page 2) writes —"In the city of Lucknow there are thirty distilleries of native spirits, 201 liquor shops, 24 opium shops and 92 for *bhang* and other intoxicating drugs" In the whole Lucknow "district"—an area of about 1,000 square miles, with a population of nearly 700,000—there were during 1888 89 one distillery 136 shops for the retail vend of country-spirits, 86 drug shops, 3 *madak* and *chandu* shops (the so-called "opium dens ') and 27 opium shops not licensed for consumption on the premises There seems to the Lieutenant-Governor and Chief Commissioner to be little practical usefulness in engaging in a never-ending discussion on the merits or demerits of the Indian Excise system

with critics who have shown themselves quite incapable of understanding the uses of accuracy, whose object is not to prove their contentions but to impress the general public, and to that end to declaim and who cannot therefore be expected to forego their methods of controversy before the most cogent reasoning or the most unanswerable statistics

9 I am to point out that Mr Caine is equally wrong (page 3 of the appendix) in confusing doubled revenue" with doubled consumption', Inquiry shows conclusively that the increased revenue is very largely due to increased stringency on the part of Govenment, and to the persistent suppression of illicit traffic.

20 As regards the temperence movement to which Mr Caine refers I am to invite attention to paragraph 7 of the Resoluteion (No 223, dated 4th August 1890) on the Excise Report referred to above, where the Lieutenant Governor and Chief Commissioner alluded to the growth of a temperance movement in these Provinces The Government will always be glad to welcome such movements on the parts of the people

No 74? dated 14th March 1891

Erom—R G Thomson Esq Officiating Revenue Secretary to the Government of the Punjab

To—The Secretary to the Government of India Finance and Commerce Department

I am directed to aknowledge the receipt of

letter No 4938 dated 18th October 1860 forwarding copies of a letter from the Chairman of the Society for the Suppression of the Opium Trade and of a memorial addressed to Her Majesty's Secretary of State by the same Society and asking that any remarks which His Honor the Lieutenant Governor may desire to make on these papers may be submitted for the consideration of the Government of India

In reply I am directed to forward a copy* of a letter No 66 dated 30th January 1891 from the Financial Commissioner Punjab with its enclosure in which the facts and statistics in regard to the consumption of opium and drugs in the Punjab are clearly set forth and the statements concerning this Province contained in the papers forwarded with your letter under acknowledgment are discussed Briefly, the facts in regard to the Punjab may be summarised as follows —

Opium smoking shops are now prohibited in the Punjab

The figures regarding the increase of opium and drug shops in the Province referred to in the enclosures of your letter under reply are erroneous and misleading The increase indicated by the figures is explained by the fact that since 1887 the returns show the number of shops and not merely the number of shops and not merely the number of licenses, as

was previously the practice when one license frequently covered several shops

-1 The consumption of opium has been restricted of late years through Government's action in—

(1) checking the smuggling of Malwa and Nepal opium

(2) rendering it penal for cultivators to consume opium grown by themselves

The ratio of consumption of opium to population is not so high as to be a cause of anxiety in regard to the health and morals of the people In the few tracts where the habit may be said to be general among certain classes of the population it is of old standing and does not seem to do so much harm as might be expected The people on the contrary, assert that they find it a protection against fever

Of hemp-drugs *ganja* is not consumed in the Punjab The consumption of *bhang* and *charas* increases at a very slow rate The revenue derived from the taxation is about to be considered by Government

3 Six copies* of map showing the consumption of opium, *charas* and *bhang* in the Punjab are enclosed herewith Those maps will be found published with the Punjab Excise Report of the year 1889-90

No 2043 dated 21st April 1891.

From—H J S COTTON, ESQ, Secretary to the Government of Bengal, Finance Department,
To—The Secretary to the Government of India, Finance and Commerce Department

I am directed to acknowledge receipt of the orders of the Government of India, No 1938, dated 18th October 1890, forwarding for report a copy of a memorial addressed to Her Majesty s Secretary of State by the Society for the Suppression of the Opium Trade and of resolutions adopted by that Society on the 3rd June 1890 In reply I am to submit a copy of a report* from the Board of Revenue on the subject, with its enclosure from the Commissioners of Excise, and to add the following observations which have been recorded by the Lieutenant-Governor

*No 193 B, dated 21st March 1891

2 The enclosure now submitted appear to satisfactorily meet most of the considerations put forth in the memorial so far as the Bengal Province is concerned The consumption of opium and the net duty realised thereon during the past ten years is as follows —

	Maunds of 82 lb Avoirdupois	Net duty *Rs*
1880-81	1,763	.. 13,95 083
1881-82 ..	1,723	... 14,47,324

	Maunds of 82 lb Avoirdupois		Net duty R
1882-83	1,802	...	15,04,097
1883 84	1,918		15,92,416
1884-85	1,876		15,60,261
1885-86	1,841		15,35,107
1886-87	1,887		15,69,842
1887 88	1,639		16,08,239
1888-89	1,925		15,98 455
1889 90	1,905		15,76,121

This shows as the Board point out that during the past three years consumption has actually declined, while the total increase in the consumption since 1880 is only 142 maund, or 8 per cent, which does not more than exceed the general increase in population in the districts where opium is chiefly consumed The memorial of the Society also alludes to the fact that the number of licenses for the sale of opium and other narcotics has been largely reduced in Bengal The Lieutenant Governor will therefore follow the Board of Revenue in confining his remarks in this report to the proposal of the memorialists to enforce the closure of all opium saloons, or dens as they are called

2 On this point I am first to explain that it is not the case as the memorials would seem

to suppose, that licensed shops for the sale of opium are places where opium is consumed on the premises On the contrary, the 1,872 shops which are now licensed are places of vend only and there is no reason for speaking of them as opium dens The only places to which that expression can be held to apply are the *mddak* and *chandu* shops of which 346 and 89, respectively, are licensed at present In these shops opium in its manufactured from is smoked on the premises and as Mr Westmacott observes, scenes of intoxicating may be witnessed That in some cases evil results are produced by these shops is freely admitted but the Lieutenant-Governor is not satisfied that the results are evil in all cases, or that the worst cases are so numerous as to require that a civilised Government should make a crusade against this class of shops Even if it be granted that the evil is not exaggerated still the question remains whether it can be obviated by any remedy which will not be worse than the disease The Society for the Prevention of the Opium Trade put forward a proposal to prohibit licensed shops The answer to this proposal is forcibly stated by the Commissioner of Police, the Commissioner of Excise, and the Board of Revenue. If prohibition were enforced the smokers of opium instead of meeting in licensed saloons, would resort to unlicensed dens where it would be impossible to convict them of any offence unless it could be proved that

they had obtained their supplies from an unlicensed vendor The habit of smoking in unlicensed dens, which is now compated with such difficulty, would soon become unrestricted. The Lieutenant Governor accepts the view that it would be worse than useless to refuse all licenses for *madak* and *chandu* shops

4 As to the proposal to limit the possession of opium to one tolah instead of five, its effect on the ordinary consumer of opium would be undersirable A quarter of a tolah is a common, perhaps the commonest, dose take daily by those who are addicted to the use of opium and it is within Sir Charles Elliott's personal knowledge and experience that this quantity is taken by innumerable persons in all parts of India, from Rajputana and the Punjab to Assam, without any injury or physical deterioration, that heavy tasks are easily permormed under the stimulus and that it is wholesome, even in a dry climate and is especially beneficial in most and marshy countries like Eastern Bengal The consumer of such a dose can now procure his supply for 20 days by one visit to an opium shop if the limit were reduced to one tolah he would require to visit the shop every four day—an annoyance which there is no reason for imposing upon him, and the imposition of which would lead to increased smuggling and to breaches of the law.

5 For the rest the Lieunant-C

considers it unnecessary to follow the Board in their observations on the proposed prohibition of the retail vend of opium except for medicinal purposes Such proposal does not deserve serious consideration The policy of Government is to discourage and restrict the consumption altogether Mr Westmacott observes, "It is my experience that the only way to prevent the illicit and comparatively unrestricted consumption of intoxicating drugs to control the trade by the issue of a carefully restricted number of licenses raising the price of the drug artificially by means of duty and license fees as high as is practicable without driving the consumers into smuggling and making it the interest of every licensed dealer to prevent illicit practices These principles are followed by the Government of Bengal, and the statistics already quoted in this letter attest the success which has attended their application in regard to excise opium

No 4911 dated 18th July 1891

From—T D MACKENZIE, ESQ, Chief Secretary to the Government of Bombay Revenue Department

To—The Secretary to the Government of India, Finance and Commerce Department

I am directed to acknowledge the receipt of your letter No 4938 dated 18th October 1893 forwarding copies of a letter from the Chairman of the Society for the Suppression of the Opium

Trade, enclosing copy of the resolutions adopted by that Society on the 3rd June 1890 and of a memorial addressed to Her Majest'y Secretary of State by the same Society, together with a reprint of the passages to which references are made in the appendix to the memorial In paragraph 2 of the same letter this Government is requested to submit its remarks upon these papers, and to discuss the general questions raised in the memorial so far as they affect the Bombay Presidency, and especially the suggestion in paragraph 18 of the opium to be consumed on the premises

2 In reply, I am directed to forward copies of th reports on the subject by the officers named in the margin, and to sumit, for the consideration of the Government of India, the following remarks

Letter No 899, dated 28th Feb 1891, from the Commissioner Northern Division

Letter No 658, dated 21st Feb 1891, from the Collector of Ahmedhabad, with appendices

Letter No 1094 dated 9th March 1891, from the Commissioner of Customs, Salt, Opium and Akbari with appendices

Letter No 1130 dated 14th Feb 1891, from the Collector of Khandesh

Letter No C-950 dated 4th Feb 1891 from the Collector of Land Revenue, Customs and Opium Bombay, with appendices

3 The points in the memorial with which this Presidency is concerned are those raised in paragraphs 14 and 18.

Letter No. 825, dated 24th April 1891, from the Commander of Customs, Salt, Opium & Akbari.
Letter No. 1677 dated 24th May 1891, from the Commissioner in Sind.

(Not printed.)

With reference to the former, in which it is stated that 'the revenue returns show that in Bombay the duty on opium consumed in the Province, which amounted to Rs. 59,497 in 1879-80. had raisen to Rs. 1,25,518 in 1888-89, having more than doubled in a period of nine years." I am to invite attention to the satistics in paragraph 5 of the report by the Opium Commissioner and in the accompaniments thereto. The quantity of illicit opium passed into consumption has risen from 63,028 lb in 1879-80 to 148, 295 lb in 1888-89, while shops have increased as follows:—

		1879-80	1888-89
Dry opium	...	892	1,175
Chandu and Madak	. ...	70	1,30
Bhang, ganja, &c.		678	663.

The increase in the licit opium sales is due, I am to observe entirely to the measures taken to check opium-smuggling, and to substitute ilicit opium for the contraband opium which formely led the bulk of the consumption. Those measures have extended not only to British territory, but the whole of the Native States within the Presidency have been gradually included within their scope, and the general result is that the retail selling price of

opium has been doubled every where within the last fourteen years, while the clandestine importations of opium from Central India and Rajputana have been materially reduced The measures referred to were introduced for the first time in a few districts only in 18887 88, and by degrees their operation has been extended to the whole Presidency including Sind The progressive growth of illicit consumption indicated in the statement attached to Mr Spence s Reports is thus accounted for

The increase in the number of shops licensed for the sale of dry opium results from the some causes inasmuch as it was necessary to open shops in places where there was a demad for opium which has previously been met from illicit sources while the increase in number of shops licensed for the sale of *chandu* and *madak* is in part due to the circum stance that in some diricts *chandu* and *madak* were sold in 1879 80 and for some years afterwards in some shops as dry opium, whereas of late the sales have everywhere been separated, and in part to an actual increase in the number of shops in certain localities

4 So far as opium eating in this Presidency is concerned, the Governor-in-Council believes that the habit is steadily declining especially among the trading and well-to-do classes, who are still the chief consumers the drug in the cities and throughout Guja

and Kathiawar. The practice of giving opium to infants and young children to keep them quiet while their mothers are at work is common throughout the Presidency, and quantities of opium considerable in the aggregate, are purchased for that purpose. The tendency of the whole action of Government has been in the direction of confining the consumption of opium to licit importations, and of raising the retail selling price. Opium-eating is probably less injurious on the whole than liquor-drinking, and if the price of opium were raised too high or if it were placed out of the easy reach of people wanting it, there would be a great risk of inducing opium-smuggling or of driving people to the liquor shops.

5. As regards the smoking of *chandu* and *madak* referred to in paragraph 18 of the memorial, it must be admitted that the habit is on the increase among the Musalmans and the lower classes of Hindus in several parts of the Presidency. Preparations of opium are smoked in private houses and clubs as well as in licensed shops. It is not, in the opinion of this Government, improbably that the increased resort to *chandu* and *madak* shops, which are frequented only by the lower classes,—the practice of opium-smoking not being reputable according to the ideas of Indian Society is in a measure the consequence of the genenal raising of the prices of liquor, which has of late years

taken place Whatever pleasurable feelings there may be in intoxication or in semi intoxication can be induced more cheaply now in many localities in a *chandu* than in a liquor shop

6 In connection with the smoking of *chandu* and *madak* I am to invite the special attention of the Government of India to the able and careful report of Mr James Campbell, Collector of Bombay It will be seen that there is a marked divergence of opinion between him and Mr James, the Commissioner, Northern Division, and it appears to the Governor in Council that the views of the former are more to be relied upon, in that he adduces facts to prove his argument that the smoking of opium has not necessarily the vicious results attributed to it by Mr James Mr Campbell proves by figures that in Bombay City at least a large majority of the frequenters of the *chandu* and *madak* shops is neither criminal nor unemployed and having regard to this and the reports of the other officers consulted, it is in the opinion of the Governor in Council difficult to accept Mr James' sweeping assertion "that 99 out of 100 who practise it (opium smoking) are degarded and worthless, perhaps criminal persons" As regards the charge made on page 8 of the "reprint of passages referred to in the appendix to the memorial" that the dens are made so attractive as to tempt persons who would not otherwise visit them, it is clear that, as

they could make a profit on such traffic in duty paid opium. In the specific instance mentioned by Mr. Frost, there was reason to believe that the former has been guilty of mal-practices and his license was therefore revoked.

No 8.

EXHIBITION OF LIGHTS BY COUNTRY BOATS ON NAVIGABLE RIVERS.

No. J$\frac{L}{9}$I,

From—C. C, STEVENS, ESQ., Officiating Chief Secretary to the Government of Bengal,

To—All Commissioners of Divisions (except the Commissioner of Patna).

In forwording the accompanying copy of a letter* for the Commissioner of the Patna Division, and of its enclosures, I am directed to re favour the of y regarding the exhibition of lights by co boats on navigable rivers when under after sunset.

*No 112 G. dated the 21st February 1890.

No. 112G, dated 21st February 1890.

From—JOHN BOXWELL, ESQ., Officiating Chief Secretary to the Government of Bengal.

To—All Commissioners of Divisions (except the Commissioner of Patna.)

I have the honour to submit, for the orders of Government, copy of a letter No. 858LF, dated 8th instant, from the Magistrate of Patna, with enclosures, on the subject of carrying lights at night by country boats on navigable rivers.

No. 858LFB, dated 8th February 1890

From—J. HOPKINS, ESQ., Magistrate of Patna

To—The Commissioner of the Patna Division.

In forwarding herewith a copy of letter No 301G of the 31st ultimo, addressed to me by the Locomotive and Carriage Superintendent, Bengal and North-Western Railway, and its enclosures, I have the honour to state that, although I cannot lay my hands on any order compelling boatmen to keep a light on their boat while on transit after sunset, it seems to me that the proposal of the Superintendent is certainly a good one, I beg therefore to request that you will be good enough to move Government for a general order. to the effect that each country boat passing after sunset either on a line of steam vessel or otherwise shall

invariably keep a light. Such order should not be limited to a particular place or district.

2. I would remark that though river navigation without light in a much frequently channel might be brought under sections 280 and 283, Indian Penal Code, and these sections might be brought into operation in individual cases: it does not appear that there is any section under the Criminal Procedure under which I can issue a general notice prohibiting navigation by night without lights, any more than I could prohibit carts passing along a country road without lights.

No. 301G, dated Gorakhpore, 31st January 1890.

From—E. E. RYLES, ESR., Locomotive & Carriage Supeintendent, Bengal & North-Western Railway.

To—The Collector of Patna.

I attach a copy of a report from our Ferry Superintendent in charge of our steam flottilla at Digha Ghat, and will esteem it a favour, if you help us in this matter by issuing orders that all country boats passing between Digha and Paleza Ghats after sunset shall carry a head-light, as by not doing so they not onl endanger their own lives but those of the travell ing public, and the safety of Her Majesty th Queen-Empress' mails.

It is possible you may see a more si method of ens

No. 1126, dated 21st February 1890.

From—JOHN BOXWELL, ESQ., Officiating Chief Secretary to the Government of Bengal.

To—All Commissioners of Divisions (except the Commissioner of Patna.)

I have the honour to submit, for the orders of Government, copy of a letter No. 858LF, dated 8th instant, from the Magistrate of Patna, with enclosures, on the subject of carrying lights at night by country boats on navigable rivers.

No. 858LFB, dated 8th February 1890.

From—J. HOPKINS, ESQ, Magistrate of Patna

To—The Commissioner of the Patna Division.

In forwarding herewith a copy of letter No 301G of the 31st ultimo, addressed to me by the Locomotive and Carriage Superintendent, Bengal and North-Western Railway, and its enclosures, I have the honour to state that, although I cannot lay my hands on any order compelling boatmen to keep a light on their boat while on transit after sunset, it seems to me that the proposal of the Superintendent is certainly a good one, I beg therefore to request that you will be good enough to move Government for a general order. to the effect that each country boat passing after sunset either on a line of steam vessel or otherwise shall

invariably keep a light. Such order should not be limited to a particular place or district.

2. I would remark that though river navigation without light in a much frequently channel might be brought under sections 280 and 283, Indian Penal Code, and these sections might be brought into operation in individual cases: it does not appear that there is any section under the Criminal Procedure under which I can issue a general notice prohibiting navigation by night without lights, any more than I could prohibit carts passing along a country road without lights.

No. 3010, dated Gorakhpore, 31st January 1890.

From—E. E. RYLES, ESQ., Locomotive & Carriage Supeintendent, Bengal & North-Western Railway.

To—The Collector of Patna.

I attach a copy of a report from our Ferry Superintendent in charge of our steam flottilla at Digha Ghat, and will esteem it a favour, if you help us in this matter by issuing orders that all country boats passing between Digha and Paléza Ghats after sunset shall carry a head-light, as by not doing so they not only endanger their own lives but those of the travelling public, and the safety of Her Majesty the Queen-Empress' mails.

It is possible you may see a more method of ensuring the safety of nav

the river than the one I suggest.

Should you decide to issue orders on the subject, I shall be glad to have a copy of the same.

No. 441, dated Sonepore, 27th January 1890.

From—W. LONGMUIR, ESQ., Assistant Locomotive Superintendent, Bengal & N. W. R.

To—The *Loco*: and Carriage Supt., Bengal and North Western Railway.

THE following is forwarded for information.

No. 110, dated 26th January 1890

From—The Ferry Supqt., Bengal N. W. R.

To—The Assistant *Locomotive* Superintendent.

I have the honour to inform you that on Friday evening, the 24th instant just after the steamer had left Paleza Jetty, we gazed the side of some country boats which were lying there. The night was very dark, and we could not see any distance ahead. *Thay had no lights up.* The damage done to the steamer was very slight; only one stanchion bent,

On Saturday, the 25th, I saw a country boat sunk just opposite our passenger jetty at Paleze, and I am informed that the owner says the steamer running into it was the cause. I cannot see how this can be as we only brushed

past them with the side of the steammer. However, as it is in the channel, I am getting it lifted and will land it on shore. These country boats are always a source of anxiety, as they very rarely show or carry a light.

No. 973, dated Cuttack, the 9th July 1890.

From—C. F. WORSLEY, ESQ., Commissioner of the Orissa Division.

To—The Offg Chief Secretary to the Government of Bengal.

With reference to your No. J $\frac{L}{9}$ 1, dated 11th June last, and enclosures, I have the honour to state that country boats on navigable rivers in which stamers ply or cross should, in my opinion, exhibit lights after sunset when under weigh or at anchor,

No. 200 JG. dated Burdwan, the 17th July 1890.

From—G. TOYNBEE ESQ., Offg. Commissioner of the Burdwan Division.

To—The Offg. Chief Secretary to the Government of Bengal.

With reference to your office No. J $\frac{L}{6}$ 1, dated the 11th ultimo, on the subject of the exhibition of lights by country boats on navigable rivers when under weign after sunset I have th honour to report that the Magistrates

Howragh, Hooghly, and Burdwan whom I consulted in the matter, agree generally in thinking that the proposal to make the exhibition of alight compulsory is a good one.

2. Mr. Fiddian, the Magistrate of Howrah, is of opinion that certain limits should be fixed within which only such an order should be enforc d. He thinks it would be advisable to proclaim and notify in the *Gazette* those navigable steamers to which the rule is to be applied rather than to make it universally applicable in the first instance. He also thinks that, so far as small boats are concerned, the proposed rule would often entail hardships and necessiate expenditure by people who could ill afford it. He would exempt certain classess or sizes of boats which, from their size or weight would not be a source of danger in case of a collision.

Mr. Cooke, the Magistrate of Hooghly, while admitting that the imposition of an obligation to carry lights appears most necessary, observes as follows:—"The opportunity might be taken to impose rules corresponding to the rule of the road on land, a departure from which would render the offender amenable.' " Accidents are not due to rashness, and would scarcely fall within the provision of section 280, Penal Code. They appear to rise from ignorance of any rule of the way, and if certain rules of the road on the rivers were published

and enforced, accidents by the day which are more frequent than accidents by night, would show a tendency to decrease."

4. Mr. Dutt, the Magistrate of Burdwan, thinks, that. though the measure is desirable the *necessity* for it not generally felt.

5. My own opinion is that any *generl* order to exhibit lights would be a dead letter, because it would be impossible to enforce it. The same objection would apply to any such general rules as are only required for such rivers or reaches of rivers where, as in the port of Calcutta and thence up or down to Hooghly and Diamond Harbour, the boat traffic is large and somewhat congested,

6. On the whole, I do not consider that any action is practicable, however it may be in theory.

No. 353 J, Chota Nagpore dated 22nd July 1890.

From—W. H. GRIMLEY, ESQ Commissioner of the Chota Nagpore Division.

To—The Offg. Chief Secretary to the Government of Bengal

With reference to your No. J $\frac{L}{9}$ I, dated 11th ultimo, requesting an expression of my opinion on a proposal to compel country boats on navigable rivers to exhibit lights when under weigh after sunset, I have the honor to reply as follows.

2. Although there are no navigable rivers in this Division, and therefore any enactment with a view to enforce the exhibition of lights by country boats may not effect it, yet, considering the necessity and utility of the subject generally, all the Deputy Commissioners agree in saying that a procedure of some sort or other should be devised for compelling boatmen to put of head-lights to show their whereabouts and minimise chances of danger. In localities where river traffic especially steam navigation is extensively carried on, and in the vicinity of ferry ghats the exhibition of lights is of paramount importance for the safely of river navigation. It is also of special importance in tidal rivers in Eastern Bengal by night as well as by day, and within my experience the absence of lights on country craft is a frequent source of danger.

No. 337 M, Julpaiguri, the dated 25th July 1890.

From—E. E. Lowis, Esq., Commissioner of the Rajshahi Division,

To—The Secretary to the Government of Bengal, Judicial Department.

With reference to Govt: letter No. J $\frac{L}{9}$ I dated 11th June 1890 consulted the Magistrates of four rivers districts of the Division on the subject of the proposed exhibition of lights by country boats on navigable rivers when under

weigh after sunset. Of these officer two are, for the proposal, and one is against it, while the fourth is of opinion that sections 286 and 283 of the Penal Code cover these cases.

2. *Officers in the favour of the proposal.*—The Magistrate of Rajshahi thinks it very desirable that country boats under weigh after sunset, as well as those moored within 100 yards from the places where steam-vessels touch, should carry lights. The Magistrate of Pubna reports that country boats ordinarily exhibit lights when under weigh after sunset; and if it is necessary to guard against those rare cases where lights are not exhibited he is of opinion that a short law containing some penal provisions may be passed in the interests of the public.

3. *Officers against the proposal.*—The Magistrate of Bogra is of opinion that it is undesirable to enforce the exhibition of lights by country boats on all navigable rivers, though it may be desirable to do so in a few places under special circumstances.

He observes:—

"No doubt there is risk, even to life in the prevailing absence of lights, but there is such risk in a great many other pursuits and in all such cases it should be carefully considered whether the evils of compulsion and of irksome with the daily and immemorial practice of an enormous number of persons are not ..

than that of the very few accidents which occur under present conditions. The rule could not be enforced without opening the door to much harassmant of the people, and even then there would be evasion (itself an evil) in countless cases. In the case reported from Patna very little harm was done, and the ado that has been made about it suggests the infrequency even of such harm. I am strongly opposed to interference with indiginous practices without clear need, and in my opinion the need is not clear in this instance.'

4. *Officer who thinks that sections 280 and 283, Penal Code cover these cases*:—The Magistrate of Rungpore is of opinion that section 280 and 283 of the Penal Code apply to such cases

"Should the Legal Remembrancer, on a reference to him think otherwise, it might be advisable to have recourse to legislation and compel boats navigating rivers between sunset and sunrise to exhibit lights of prescribed dimensions. In such a case it would be well to insist that all country craft should be registered and bear number in white paint on their bows in letters not less than 4 inches long. The river steamers should," he adds, "be brought uuder a similar law and prohibited from plying between 9 P. M. and 4 A. M. They are," says he, "frequently navigated with recklessness, and make no effort to evade country boats.

5. It appears to me needless to have recourse to any legislation in this connection, for it is only where steamers ply after dark that there is any danger, and even there the danger is for the native craft, not the steamers.

No. 788 J, dated Dacca, the 29th July 1890.

From—A. Power, ESQ., Offg. Commissioner of the Dacca Division.

To—The Chief Secretary to the Government of Bengal.

With refereuce to your No. J$\frac{L}{9}$I, dated 11th ultimo, regarding the exhibition of lights by country boats on navigable rivers when under weigh after suset, I have the honour to state as follows.

2. The Magistrates of Dacca, Faridpur, and Backergunge are of opinion that it is desirable that a rule directing each country boat to carry lights when moving after sunset along steamer routes in navigable rivers or channels should be issued.

3. As a first beginning the Magistrate of Dacca is for extension of the rule only to the port of Naraingunge, within the limits of which the Cachar steamers very often ply up the Megna after dark and it would be a great help to them if boats on that line carried lights,

4. The Magistrate of Backergunge remarks that to make the rule less onerous power might

be given to the District Magistrate to declare the rule not in force in any particular part of the district. There are many miles in his district of navigable channels, especially in the south, in which there is scarcely any traffic, and, it is unnecessary to enforce on boats moving in those channels regulations which are necessary in other parts. If the rule be issued, disobedience thereof should be made a cognizable offence.

5. The Magistrate of Mymensingh is opposed to the issue of any such rule. He is of opinion that, if country boats playing in navigable rivers be compelled to carry head-lights after sunset, it will be source of great oppression, and that it is better to run the risk of an occasional accident than expose boatmen, the majority of whom are in poor circumstances, to the certainty of harassment.

6. Insurance against accidents is a Western idea, and as the proposal involves expense its adoption would be unpopular in this country I think that no case has been made out for the introduction of such a rule universally, but would limit it strictly to localities where there is an emphatic necessity for it. Obviously, the course of the steam ferry between Digha and Paleza Ghat is such a place the port of Naraingunge is another. I would extend the rule only to places where stermers habitually ply after dark, and there boats should carry

head-lights when moored as well as when under weigh.

7. One rule I strongly recommed, *viz*, when a boat has sunk in a steamer route so as to be an obstruction to navigation, the owner should be bound to buoy or otherwise indicate the obstruction by day, and keep a light burning over it by night, till it be removed.

No $\frac{220P}{VIII-15}$, dated Chittagong, 22nd August 1890.

From—D R. LYALL, ESQ., Commissioner of the Chittagong Division

To—The Chief Secretary to the Government of Bengal

I have the honour to acknowledge the receipt of your No. $\frac{L}{9}$ L, dated 11th June, regarding the carrying of lights by county boats when under weigh at night.

2. I have consulted the District Officers and other officers connected with river navigation, and submit their opinions

3. The Collector-Magistrates of Chittagong and Tipperah and the port Officer of Chittagong are of opinion that each country boat on navigable river should carry a light after sunset.

4. The Magistrate of Noakhally states that there is not known instance of an accident having

in his district and he does not think any special legislation is called for as far as his district is concerned.

95. The Deputy Commissioner, Chittagong Hill Tracts, considers, that general order compelling the exhibition of lights by country boats on navigable rivers when under weigh after sunset to be a step in the right direction.

He would, however, extend the scope of the order so as to in-clude (1) rafts, (2) fixed fishing nets.

The former are extremely numerous in the Karnafuli river at certain seasons of the year; they are generally of great length, frequently extending right across the river, and when composed of timber logs are dangerous to meet particularly at night; and he thinks in regard to these it would be as well to give power to the Commissioner or the District officer to prohibit the passage of rafts between sunset and sunrise at certain times of the year when steamers might be passing up and down at night, in addition to compelling the exhibition of lights.

With regard to nets of the kind called "Bekundy jal" these are extremely dangerous, particularly to small boats travelling on a strong tide, and instances
nd their occupants
the net without

hope of escape. A special light should, in his opinion, be devised to denote the position of such nets.

6. The Engineer of the *S. S. Chaffinch* considers that the proposal of lighting boats is a good one if applied to boats say exceeding 250 maunds capacity. Boats of these size are more or less unwieldy, and consequently cannot quickly move out of a steamer's course. Smaller boats can easily do so, and their owners are poor fishmen or *manjis*; it would be great hardship for them to be compelled in the first place to purchase a good lantern, and secondly to be put to the expense of regularly purchasing oil for it. These objections can hardly be urged in the case of large country boats, whose owners are well to-do men and can afford to incur the expense.

7. I do not myself think that general order is required. As a fact most boats do carry a light and show it when a steamer is heard. The greatest danger is from boats lying at anchor with the crew all asleep and the boat quite dark. It was a boat of this kind that caused the accident which led to this correspondence, and such boats would not be touched by the proposed order.

8. I think that it would be well that Government should have the power to order lights to be carried in certain frequented places where there real risk of a collision.

I also agree with Mr Forbes that any such order should extend to raft and fixed nets

No 1875J dated Bhagulpore the 17th August 1890

From—C C QUINN, ESQ, Offg, Commissioner of the Bhagulpure Division

To—The Chief Secretary to the Government of Bengal

With reference to your No J$\frac{L}{9}$I, of the 11th June 1890, calling for an expression of opinion on the proposal thererin made regarding the exhibition of lights by country boats on navigable rivers when under weigh after sunset, I have the honour to report that I have consulted the several district officers in this Divisoin, and they are unanimously of opinion that country boats should be repuired to exhibit lights when under weigh in a navigable river after sundown, and I quite agee in this opinion I think that the matter is one which should be provided for by by special legislation, as, although per ons navigating vessels without lights might fairly come within the purview of seetion 280 or 283, Penal Code in most cases the necessary evidence could only be supplied by the occurrence of accident such as it is desired to prevent I think that the same obligation as regards the exhibition of lights should be extended on boats anchored in midstream

No. 111 J J, dated Calcutta, 28th August 189C.

From—A. SMITH, Esq, Commissioner of the Presidency, Division.

To—The Chief Secretary to the Government of Bengal.

With reference to your No. J $\frac{L}{9}$-I, dated the 11th June last regarding the exhibition lights by country boats on navigable rivers when under weigh after sunset, I have consulted the district officers, and there is a consensus of opinion that is very desirable that such boats journeying after sunset should be required to carry lights. The Magistrate of the 24-Pergunnahs, Khoolna, and Moorshedabad, however think that a general order to this effect cannot be issued by Government under any of the existing Acts. Mr Baker observes that, under sections 73 and 244 of Act VI (B C) of 1885, a District Board has the power to frame bye-laws which might enforce the carrying of lights by vessels in channels under their control; but as the majority of navigable channels are not under the control of any District Board or other local authority, this will not meet the case. Act VI of 1884 (the Indian Steamer-vessels Act) also would empower Government to require steam vessels to carry lights, but gives no such power in respect of country boats.

2 As regards section 280, Indian Penal Code, Mr Luson observes that it is not sufficient, and he does not think that in all cases absence of a light will be held punishable under it

3 They are therefore of opinion that, before effect can be given to the proposal of the Magistrate of Patna, a special law, such as the laws relating to steamers and sea going vessels, should be introduced. I think that at least one light should be carried, and that it should be so placed and arranged as not to interfere with the *manji s* view ahead, which would interfere with his steering of the boat

No 9

GOORHA RECRUITING DEPOT AT KHURPA TAL

From Colonel G Chesney Secretary to the Government of India Military Department, to the Adjutant General in India —No 216, S E Recruiting Native Army dated Simla the 8th September 1881

With reference to the correspondence ending with this office letter No 7909 K dated the 21st August 1880 I am directed to forward the

From Commissioner, Kuman Division No 770 dated 2nd August

1881, and enclosures
From Commissioner, Kuman Division No 799 dated 10th August 1881, and enclosure
Return requested

marginally noted correspondence, in original regarding the Goorkha recriting depot as Khurpa Tal and to request that under the Commander-in chief s orders, the General Officer Commanding the Rohikhand District may be instructed to inspect the depot and submit a full report thereon for the information of the Government of India

2 With regard to the proposals now made, it is considered desirable that steps should be taken at once for placing the depot on some definite footing, and I am therefore to say that the Government of India would be glad to be favoured with His Excellency's opinion on the subject in connection with which I am to suggest the following points for consideration —

(a) How long should the recruits stay at the depot?

(b) Is service at the depôt to count as part of a sepoy's service?

(c) Are the recruits to be attested? or on what footing are they to be considered?

(d) Is the depot to feed the Goorkha re~ ments as vacancies occur therein? o to be kept at a fixed strength, all

surplus to that strength being sent forward from time to time to the different Goorkha regiments without reference to the number of vacancies existing in them?

(e) What hospital and conservancy establishments are desirable?

3 Pending the question of General Murray's report and the further consideration of the question involved, Sir Henry Ramsay will be asked to incur no additional expenditure in connection with the depot

4 For the present and pending an expression of His Excellency's opinion the Government of India approve of the proposal regarding non commissioned officers, *viz* to appoint 2 havildars and 3 naicks to 85 men, such promotions being considered temporary on the understanding that only old soldiers are to be appointed either from the detachment at Khurpa Tal, or the necessary number being sent from the 4th Goorkhas at Almora, in which case the promotions made regimentally in their room would be considered temporary

5 The Military Accounts Department will now be instructed to withdraw the retrenchments referred to in the correspondence, and all similar

ones against the pay of the buglers and the pay of non-commissioned officers and to pass the amount of Rs 8,807-12-0 expended in excess of the original assignment of Rs 25,000 made for starting the depot.

6. *In conclusion I am to inquire whether in* His Excellency's opinion, the recruits who are now at the depot should not be sent this autumn to fill up vacancies in the Goorkha regiment

From Major-General Sir G R Greaves, K C M.G. Adjutant-General in India, to Colonel G. Chesney, Secretary to the Government of India Military Department—No. 4473-B $\frac{\text{Native Army}}{\text{Recruiting}}$, *dated Head-Quarters, Simla the 19th September, 1881*

In acknowledging the correspondence forwarded with your No. 215-S.E., dated 8th September 1881. *Recruiting-Native Army*, regarding the Gookha recruiting depot at Khurpa Tal, I am directed to state for the information of Government, that the Commander-in Chief is of opinion that the recruits now at the depot should be sent at once to the regiments requiring them to complete their establishment; and should Government approve immediate steps will be taken to effect t·

2. In regard to the general ques depot I am desired by His Excellency

directed by His Excellency the Commander in Chief to submit, for the information of Government, the accompanying report *by Brigadier General J I Murry, Commanding Rohilkhand District, on the depot, and to state that Sir Donald Stewart concurs generally in the views expressed by that officer.

2. I am also desired to attach copy of the instructions issued to Commanding Officers of the Goorkha battalions for receiving over the recruits now available at the depot.

[illegible]
Mur [illegible]
to th [illegible]
Quarters, Simla, Native Army / Recruiting dated Naini Tal, the 25th September 1881.

As requested in your No. 4474 B. of 19th instant, I have the honour to return the correspondence* received therewith, and to submit for the information of His Excellency the Commander-in Chief, the following report on the Goorkha recruiting depôt recently established at Khurpa Tal by Sir Henry Ramsay and [illegible]

1. From Commissioner Kumaun to Government of India, Military Department No 770, dated 2nd August 1881
2. Copy of a letter from Major Hay Commanding Dept Khurpa Tal, to the Commissioner of Kumaun to the Commissioner of Kumaun dated 26th July 1881.
3. Building account of Goorkha depot dated 2nd

August 1881.

4. From Commissioner of Kumaun to Government of India, Military Department No. 585 dated 16th August 1881.

5. From Major Hay to Commissioner of Kuman dated 18th May 1881.

Major Hay 4th Goorkha Regiment.

2. The accompanying descriptive roll and Major Hay's letter No. 23, dated 24th September 1881, which latter I forward, instead of embodying its contents in this report, together with this previous correspondence, contain such full particulars of what has been done, that it is only necessary for me to give my opinion as to how the orders of Government have been carried out.

Site—A better selection in every respect could not have been made, and there is ample room for a regiment,

Lines and other buildings.—Accommodation completed for 280 men with hospital, magazine, &c, built in the most substantial manner of stone, and roofed with sheet-iron, at the very moderate cost of Rs. 30,000, including the purchase of the large house used as a quarter guard, store room, &c.

The sites have been judiciously selected; the barracks are very commodious and comfortable, and would have cost nearly double the amount expended upon them if constructed by the Department of Public Works.

Recruits.—Strength 210 and with the exception of 24 Garhwalis a few line boys, are

of the present approved type of the Goorkha soldiers, both as regards caste and country. They have Tartar features and, as a body, are strong, steady lads and quite equal to the averge of Goorkha recruits that I have seen

Drill — They are all well set up The 37 men composing the first squad are particularly smart, and will very soon be fit to join the ranks, and the progress all have made in so short a time is most creditable to Major Hay and the small number of instructions at his disposal

Arms and Accountrements for 500 men — Clean and well taken care of.

Ammunition —Service 200 rounds blank 100 per rifle, very carefully stored in the magazine.

Clothing—Regulation great coats, a khakhi suit of half mounting and English boots purchased in Bombay all in good order

Camp equipage — None

Hospital – Holds 20 men in charge of an intelligent native dresser and arrangements very satisfactory

Bazar — Permanent shops (7) erected and supplies plentiful at moderate prices

General observations —Taking into consideration the apparently unexpected difficulti experienced by Sir Henry Ramsay in obtaini Goorkha recruits through the routes leadi

into Kumaun, and the facc that he had to contend against nine recruiting parties on the Gorakhpur frontier, the result, as regards number, though doubt less disappointing, may be considered as satisfactory, particularly as the recruits are nearly all Nepalese, and only a few from Gharwal whence large numbers could readily have been procured. It is, however, fortunate that so few of the latter have been entertained, as I believe in one or two of the Goorkha regiments there is a prejudice against them

3. In the accompanying correspondence the original Government order for the formation of the depot is not given, nor as far as I can ascertain were any definite instructions issued beyond authorizing Sir Henry Ramsay to enlist 1,000 Goorkha recruits and placing a sum of money at his disposalfor the purpose. It, therefore, appears to me very desirable, that the future functions of the depôt should be clearly defined for if it is intended to be a permanent Goorkha reserve depot, as indicated by the substantial nature of the barracks, from which regiments on service could be supplied with trained soldiers, it is advisable to fix the strength, and place it on a proper footing as regards officers and establishments without delay, particularly as the recruiting season is at hand.

4. If this be the intention of Government

I can only say that all the arrangements connected with its formation have thus far been admirably carried out by Sir Henry Ramsay and Major Hay.

5. But if, on the other hand, the depôt was only intended as a means of temporarily assisting the Goorkha regiments in obtaining recruits during the late war, and subsequently to bring them up to full strength, it appears to me that no time should be lost in distributing the recruits, 208, now avilable among the four Goorkha regiments, which on the 1st instant were about 240 short of complement.

6. I further beg to recommend that the depôt be broken up, as it will be seen that nearly half the Nepalese recruits were entertained in the usual manner on the Gorackhpur frontier, and if continued it will simply be more or less competing against the other regimental recruiting parties, while I need scarcely say, nothing will be gained by passing the recruits through the depôt, and that the present system of each regiments recruiting for itself is in every way preferable. Moreover, now that Goorkha recruiting is restricted to the Goorkha regiments and a few others, it is probable that less difficulty will be experienced in procuring the required number of good men.

7. In conclusion, should Government desirous of increasing the number of h hill-men in the native army, I cannot

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from Major General Murray, C B Commanding the Rohilkhand District, I have the honour to furnish a report of the formation of the Goorkha depot now stationed at Khurpa Tal, Rumaun

1. Lieutenant-General the Hon'ble Sir Hene-y Ramsay K C S I ,C B, Commissioner of Kumaun, having laid before the Government of India a plan for forming a depôt for the enlistment of Goorkhas to be at any time available to fill vacancies in the existing Goorkha regiments, and this plan having been approved of by Government, Sir Henry Ramsay was requested to enlist Goorkhas as proposed by him, up to to the Number of (1,000) one thousand

2 The Government of India having, at Sir Henry RaMsay's request, had my services and those of 3 non-commissioned officers and 16 sepoys of the 4th Goorkhas placed at their disposal by His Excellency the Commander-in-Chief, I on the 17th May 1880, while in Kabul, received orders, conveyed in Adjutant General s letter No 2126 A dated 18th May 1880, to select the above number of men, and proceed without delay to Kumaun to establish the new depôt

3. I accordingly on the 31st May 1880 marched from Kabul with these 19 men toward Peshwar, on arrival at which place I preced the men and reported myself to Sir Henr

Ramsay at Naini Tal on the 29th June 1880 and was ordered by him to proceed to Almora at which place the 19 men of the 4th Goorkhas arrived on the 29th July 1881

4 I received instructions from Sir Henry Ramsay to select a site for the depot the essential requirements of which were an elevation of between five and six thousand feet a sufficient supply of good water level ground enough for barracks and parade ground wood and stone for buildidg at hand and proximity of a good existing road to ensure supplies being got at a cheap rate

5 After inspecting several sites to the north and north east of Naini Tal the present site at Khurpa Tal about 3¾ miles southwest of Naini Tal was decided on and received Sir Henry Ramsay s sanction in November 1880, and the site with large house and out house purchased by him for Government

6 On the 1st November 1880, I detached 2 non-commissioned officers and 12 sepoys (4th Goorkhas) on recruiting service to Gorakhpur, and on the 12th November 1880 the remaining non commissioned officers and 4 sepoys (4th Goorkhas) together with the 8 recruits at the time entertained were brought over from Almora to Khurpa Tal

7 Building was commenced at Khurpa Tal about the 15th December 1880, and by the 30th June 1881, the following buildings were

finished, *viz*, 3 barracks to accommodate 280 men, a hospital for 20 sick, a contagious disease hospital to hold 8 men, cook-house and latrine for hospital assistant and 9 followers, also a bazar of 7 shops a magazine and a house for the Officer Commanding.

8 The house purchased with the site contained 7 rooms, which have been utilized as follows *viz*, I room as quarter guard, I room as store room, I room as orderly room and 4 rooms as bells of arms Two out offices attached to the house, have been repaired and turned into quarters for the native officers, while the bath-rooms of the big house have been utilized as tailer's shops &c &c

The recruiting party rejoined here on the May 188" from Gorackhpur bringing with them 17 recruits in every respect equal to any that in nineteen years' service, with the 4th Goorkhas, I have seen brought for that regiment, and credit is due to Naik (now Havidar) Juswunt Thappa, for having so small a recruiting party brought so many good recruits

10 Up to the 15th April 1881, dated on which the recruiting season for Goorkhas may be said to close, there had been entertained at depot head quarters 225 recruits, since that 16 recruits have been entertained making a total of 241 Of these 6 have died, 6 have deserted, and 9 have been discharged, 8 as being u ely ever to become smart soldiers, and I for

at enlistment concealed the fact of his being a discharged recruit of the 3rd Goorkhas.'

11. Arms and accoutrements have been received for 500 men.

12. Service ammunition 200 rounds per man for 500 men, total 1,00,000 rounds, and blank ammunition 100 rounds per man for 500 men, total 50,000 rounds, have also been received.

13. Thirty rupees kit allowance for each man has been received, and every man has been supplied with one suit of half mounting, a great-boat a pair of boots, a dhurrie, a blanket a great many men have received a second, and some even a third pair of boots; but none have received less necessaries than enumerated above.

14. Of the recruits entertained at the depot and now present with it, 191 are Goorkhas 5, of whom, 4 buglers, are line boys of Goorkha parentage, and 14, of whom 4 are buglers, are Gharwalis.

15. The first spuad consisting of 37 men has been through company drill manual and with the exception of not having been through target practice (for which there is at present no range) would, I consider, be fit to join the ranks in another month.

16. The second squad consisting of 47 men has been through company drill and manual and firing exercises, and is now being instructed in skirmishing.

17. The third squadron of 55 men has been instructed in company drill and is being instructed in the manual and firing exercises.

18. Fourteen buglers have been through setting up drills, and all the marchings and turning necessary for a bugler and have also been instructed in bugling sufficiently to sound all the calls laid down in the book of bugle calls, and to go on duty.

19. The remaining 67 recruits are in squads (in different stages of squad drill), and are composed of men recently entertained of others who have lost ground from being for prolonged periods in hospital, and of naturally stupid men, who have been sent back from more advanced squads.

20. Jemadar Toolaram Thappa, 4th Goorkhas whose transfer to the depot has been sanctioned by His Excellency the Commander in-Chief, arrived at Khurpa Tal on the 12th June 1881, and has since his arrival been very useful.

21. The Government of India, in Military Department letter No. 217 S.E, dated 18th September 1881, to the Commissioner of Kumaun, have sanctioned the temporary promotions to non-commissioned grades of 2 havildars and 3 naicks to every 85 sepoys at the depot, a promotion, of which the 19 men of the 4th Goorkhas attached to the depot (only one of whom had been previously employed by us as a d

instructor) have shewn themselves deserving by their drills and duties.

In conclusion, I think I have touched upon all the points regarding the depot, on which the Major-General desired information.

From Colonel W M Lees, Officiating Secretary to the Government of India, Military Department, to the Adjutant General in India, —No 2979E $\frac{\text{recruiting}}{\text{Native Army}}$*; dated Fort William, the 19th November 1881*

I am directed to acknowledge the receipt of your letter No 4237B, dated the 4th October 1881, submitting the report of Brigadier General J I Murry, Commanding the Rohilkhund District, on the Goorkha recruiting depot at Khurpa Tal.

2 In reply I am to say that the Government of India have perused this very clear report with much satisfaction, and have decided that the depot should, as therein recommended, now be closed, and the recruits distributed among the Goorkha regiments requiring them in accordance with the instructions conveyed in Military Department letter No 260 S. E. dated the 27th September 1881

3 The buildings at Khurpa Tal will, however, not be abandoned but the Commissioner of Kumaun

will be requested to maintain them in case they may again be required.

4. A separate communication will be made to you regarding Brigadier-General Murray's proposal to raise a regiment composed entirely of Gharwalis.

PRECIS.

No. 1.

[EXPLANATORY REMARKS]

The proclamation deals with the regrant of the Manipur State. Its subject-matter may be divided as follows:—

I. Reasons why Manipur has become liable to the penalty of annexation. (1st and 2nd clauses).

II. Conditional assent of the Queen to the re-establishment of Native rule in Manipur. (3rd clause.)

III. Cause of clemency shewn in making such re-grant. (4th clause).

IV. Nominat on of a ruler and the conditions under which he will be invested with power. (5th clause.)

Expanding the above we would arrive at the following Precis:—

[PRECIS]

The Proclamat on states that the Manipur Sta having been in armed rebell on against the Qu

during which time H. M's Representative and other officers were murdered and as the authority of the Regent was declared to be at an end and the administration assumed by the G. O. C., H. M.'s Forces in Manipur has become liable to annexation and is at the disposal of the Crown. As, however the punishment inflicted on the leaders of the revolt and the imposition upon the State of suitable conditions of regrant afford adequate vindication of H. M.'s authority, the Queen foregoes her right of annexation and has assented to the re-establishment of Native rule in Manipur on such conditions as the Governor-General may consider desirable. The latter will notify the name of the person selected to be Ruler and the conditions under which he will be invested with power.

No. 2.

[EXPLANTORY REMARKS.]

In this Notification is given (1) the name of the persons selected by the Governor-General to be Raja of Manipur (2) the sanad granted him.

The following are the main points in the notification.

As regards (1) the person is Chura Chand, son of Chowbi Yamia a great grandsan of Raja Nar Singh

of Manipur, and as regards (2) the sanad confers on Chura Chand the chiefship of Manipur with title of Raja and a salute of eleven guns

The sanad promises that (2) will be hereditary in the direct line of primogeniture provided in each case the successor is appointed by the Government of India

Payment of annual tribute by the Raja and his successors to the British Government is to be made

The permanence of the grant will depend on the ready fulfilment by Chura Chand and his successor of all orders given by the British Government with regard to (1) the administration of his territories, (2) the control of the hill tribes dependent on Manipur (3) the composition of the State forces (4) any other matters in which the British Government may intervene

The sanad concludes by assuring Chura Chand of the favour and protection of British Government so long as he and his house is loyal to the Crown and faithful to its conditions

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Having obtained the main points, we may now write the Precis as follows —

(PRECIS)

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No 3

The address opens by welcoming H E to Amritsar an important commercial centre and the capital of Sikhism Since the advent of Brit rule in 1849 and with the prevalence of peace and prosperity the progress of art, manufactures and education has been most marked In regard to the latter the benefit derived from the labours of the English missionaries are ackgd and it is stated that the Muhammedans and Hindus have estabd High schools for themselves while the Sikhs contemplate establishing a Khalsa College for instruction in high education and the principles and morals of the Sikh religion

The care and comfort of the sick and the promn of sanitary measures have at all times specially claimed the attention of the Mcplty. In regard to the latter it will endeavour to maintain its reputation as setting the example, in the Punjab, in the matter of its conservancy and contemplate introducing a scheme for supplying pure drinking water while in respect to the former it was constructing at great cost, the 'Victoria Jubilee Hospital

The Viceroy in reply thanked the members of the Mcplty for their words of welcome which he regarded as expressing the feelings and convictions of the whole Sikh community H assured them that the Govt of India grea

valued the good will and implicity confided in the fidelity of the Sikhs respected once as our courageous adversaries and now as honorable citizens who are also providing the Crown with some of its finest and most valiant soldiers.

H. E. remarked on the improvements in the direction of education. Regarding the Khalsa College H. E. had readily promised it his support provided the promoters were unanimous in their decision. He was glad its proposed site was near the neighbour hood of Amritsar and felt sure it would afford the advantages of a sound education consistent with the precepts of the Sikh religion.

In conclusion H. E. referred to the anticipated departure of Sir James Lyall which event he stated would be greatly regretted alike by the Govt: of India and the Sikh community who found him a trusty and sympathetic friend.

No. 4.

H. H. welcomed H. E. to Indore and expressed his gratitude for the opportunity afforded him of making H. E's personal acquaintance. He equally welcomed Lady Lansdowne and was especially gratified that

she took the same keen interest in affording medical aid to the women of India, as Lady Dufferin had, with H M s approval, done With sincere gratification at the visit of their Excellencies and with a deep sense of loyalty toward the Queen Empress, H H proposed the toast for the long life and happiness of the Viceroy and Lady Landsdowne

H E expressed greatest pleasure at the loyal sentiments which accompained the toast for his health and stated that these annual tours enabled a Viceroy to make the personal acquaintance of the principle Ruling Chiefs He was glad to learn that H H took a personal interest in public affairs especially in promoting the cause of education and in affording medical aid He congratulated H H upon the successful measures taken for supressing dacoity and assured of his cordial support and good will He thanked H H for his graceful reference to Lady Lansdowne and finally proposed the toast of the Maharaja s health

H H expressed his obligation to H E in proposing his health He always looked upon the admn of the British Indian Empire as a model for administering his own state, and added that he hoped with the support he had recd and was receiving from the successive Residents to do much more for his subjects in the near future

No 5

The Members of the Calcutta Medical Society in their Address pray for the prolongation of H M s life and reign and state that during Her sovereignty medical science has undergone a development in India unparalleled in any other country or time

Previous to H M s accession medicine was hereditary property of a spec al class who did not know the inductive method of the science Some efforts had been made by the Medical officers of the Ind an Army to diffuse the methods of rational medicine, but a systematic and effective method was begun in 1835 with the estabt of Calcutta Med cal College, when many Bengali youths entered in the study of medicine with ardour and distinguished themselves both in India and in England That College now stands on a level with similar colleges in Europe 1 017 of its students have obtained diplomas and degrees and 1 480 vernacular licenses while several have completed their education and obtd qualfns in England A similar college has been opened at Lahore and Medical schools taught in the vernaculars under native teachers have been opened at Calcutta, Agra, Nagpore, Patna, Dacca and Cuttack

The progress of medical science and education in Madras and Bombay Presidencies have been equally rapid, and now well educated and well qualified, mdcl parctitioners have been supplied for all branches of H. M's service, officer charitable hospitals and dispensaries all over the Empire and are available for employment by the wealtheir class, The latest phase of progress is the supply of medical a d by trained doctors andn urses of their own sex to the women of India, a movement initiated by Lady Duflerin and possessing H. M's warm personal approval and support. Finally the members tender their thankfulness for the many blessings enjoyed under H. M's sovereignty and ventures to hope that their tribute of loyalty and devotion will be graciously accepted.

No. 6.

The commrs apptd for the Adelaide Jubilee Exhabition are the Duke of Cambride, *President*; the Duke of Manchester, the Marquess of Normandy, the Earl of Rosebory, the Earl of Carnavon, the Earl of Dunraven and Mount-Earl, Earl Granville, Viscount Cross, Baron Thing, Hon'ble E. Stanhope, Sir James Fergusson, Sir Henry Holland, Sir John Rose, Hon'ble C. W. Fremantle, Sir Fredic Leighton Sir Richard Owen, Sir Francis

Cunliffe-Owen, Sir Joseph Haoker, Sir John Gilbert, Sir James Linton and Col. J F.D. Donelly with Col. Sir H. B. Sandford as Secretary,

The Commrs are to obtain and distribute full informn as to the best mode of procuring and fordg exhibits (products of the manfg: and agricl: industry and the Fine Arts) of Great Britain, Ireland and the British Colonies and Dependencies to assist with advice and co-operation & generally to promote the success of Adelaide Jubilee Exhibition. Three or more of them are to report their pros: and the Comn: is to continue until the *close of Exhibition,*

No 7

With their Cir.** the Govt. of India forward for remark copies of a letter from the Chairman of the Society for the suppression of the Opium Trade with copy of the Society's Resolutions of 3-6 90 and of their Memorial to the S. of S. with reprints of the passages referred to in the appendix to the Memorial. The general questions raised are to be discussed : the suggestion regarding the grant of licenses for the retail sale of opium to be consumed on the premises

specially considered and any particular statements made regarding each province noticed

Abstract of Replies.

No. 1955. 218. 90E. I. dt 18 12 90. from Secy. to C. C Coorg

Coorg—Fd. a report on the subject by the Commr. The question raised does not affect Coorg much and as the orders passed with any genl: inform reqd can be found in Annual Excise Reports the C C. has no special remarks to offer but he sees no reason for treating opium shops differently from beer or spirit shops.

No. 601 820B. dt 27. 1 91. from Secy to C C C.P

Central Provinces,—Fds copy of letter No. 273 dt. 22-12-90 and enclos. from the Commr of Excise, C P The C C. agrees in the former's remarks about distinguishing opium-eating from opium-smoking and the greater importance of discouraging the latter in every legitimate matter.

No. 466 R dt. 31.1 91 from Secy to CC Asam

Assam—Fds copies of letters from the Commr. of the Assam Valley Districts which the C C. opines furnishes conclusive answers to the memorialists so far as opium and opium-dens are concerned. Points out that although the number of shops rose bet: 1870-80 and 1888-89, they

have been almost constant for the past four years and in 1890-91 was reduced to 272. The duty on *choor ganja* was raised from 1-4-90 from Rs 6-8 to Rs. 7/- per seer.

No 1-10E dt. 2.2.91 from Sey C. C. Burma.

Burma—From the statistics furnished there is no reason to believe that the increase in consumption in the past few years indicate any serious extension of the practice of opium-eating and smoking among the Burmese, but it is said that the total quantity of opium consumed may be larger than the amount indicated by the figures for the licensed shops as, in spite of efforts to prevent smuggling, much illicit traffic in opium is carried on.

It is pointed out that the reduction in the number of licensed shops wld have little effect as it would be pained by an increase on the average quantity of opium sold by each shop, and if all the shops were closed the illicit trade would certainly be carried on to great extension.

One of the obstacles in checking the use of opinion in Burma is the presence of a considerable non-Burman population of Shans, Chine-e and others who are

habituated to the use of the drug and to whom opium eating is not injurious and the absolute prohibition of the possession or sale of opium in their case wld be an unjustifiable interference with their habits besides quite impossible to enforce

In Upper Burma the sale of opium to Burmans is prohibited by law and in view of the unanimous opinion of respectable Burmans and of the official and non-officical Europeans in the Province that the use of opium by Burmans is deleterious and harmful in a very special degree the C C proposes to prohibit the sale to, or possessian of opium by Burmans except under medcl. certificate both in Lower and Upper Burma.

As regards the question whether shops should be licensed for the consumption of opium on the premises if the above suggestion was accepted there wld be no need of interference in this direction and the shops wld be frequented only by Chinese and other opium-consuming races, but if the suggestion is not accepted the

C. C. advocates the closing of opium-taverns to the Burmans

The loss to revenue by the propo-ed prohibition wld be largely made up if it were pos ible to forb d the importation of Yunan and other foreign opium into Upper Burma and general use by foreigners of the Bengal drug, insisted upon; but if for practical reasons this is objectionable and the loss proves serious, the C C. believes that Burmese opinion wld accept a moderate increase of the land tax or rice duty as a small price to pay for the withdrawal of the drug which is ruining so many of their race.

No 371C. dt. 22. 2 91. fromC C Ajmere Merwara

Ajmere Merwara—Fd- copy of letter No. 418 R dt 22-2 91 from the Commr. and states that the view expressed therein is the one under which the existence of these shops has hitherto been justified *viz*, thus the closing of opium & *chandu* shops wld not cause any decrease in consumption, while it is far preferable to have shops under strict, supvn and open to inspn at any time than smoking dens which could not be controlled in the same way. The C. C. however has always felt

doubt whether Govt: shld indirectly lend its sanctisn to the estabt: of dens which in Ajmere-Merawa are not largely frequented and attended only by the dregs of the popln: attracting but the lowest class The C. C is of opinion that it wld be the lesser evil of the two to close the shops even if more interference than is at present thought expedient should be reqd: with regard to the secret establts which wld result by such closure.

As to the question how shops where opium and *chandu* are smoked on the premises and why they should be each differently treated, the C. C. considers that in the one case the baneful effects of non-interference are much greater than the other in respect to the decoctions consumed the habits engendered and encourged and the physcial and moral vitality impaired. A frequenter of a liquor shop is not so likely to become a confirmed drunkard as one who pays even a few visits to a opium den is likely to develop into a confirmed opium-eater or smoker Besides it is to the interest

of the vinter not to let a person get intoxicted on the premises or encourage drinking that makes men disorderly for fear his license is revoked or to change the quality of his liquors which is issued from a Govt distillery except by means of dilution These conditions do not apply in the case of an opium den where it is more difficult to check excess which though it may not lead to crime in the same way as liquor does yet produce a more lasting effect upon the invidual and through him on future generations

Again the community which wld. be affected by the suppres ion of opium-dens in India is very much smaller than that which w'd be affected by the sup pression of shops where liquor may be drunk on the premises

Rev Ms No 221 dt 19 3 91 *Madras*—Points out no interference of any value can be drawn from the comparison made between the rev receipts of 1888 89 with those of 1872- and in furn shing the tatist cs since rules of 1880 came in force, states there are no grounds for the ,

expressed that local offrs may regard the revenue as their first consideration and the limitat on of consumption as quite secondary

As regards the alleged evidence given before the House of Commons in 1871 and 1872 that there was then no consumption of opium in this Presdy it is stated that the Madras Govt also long entertained thesame idea but on enquiry found it was not an actual fact as there was a large consumption of opium in the 4 northern districts of Ganjam, Vizgapatam, *Godaveri and Kistna*

Concerning the comments made relative to the free grant of licenses in some of the hill tracts and the supply of opium there at a lower pri e than elsewhere, the policy of Govt has not been correctly apprehended. The Govt has been endeavouring to reduce the consumption of opium in these tracts as much as possible and if any leniency was shown in the matter at first it was only due to the conderation that a sud-

aen change might be productive of more harm than good

Opium dens such as described by the the memorial sts do not exist in Madras Presdy and where shops for the purchase and consumption of opium on the premises do exist provn is made in their l cen es to secure decency and good order in them and this is found quite sufficient to prevent such scenes as are referred to by the memor alists

No 82 dt 20. 30 81 from Sey for Berar the Resdi Hydera-bad

Berar —It is admitted that the number of licensed shops bet 1879 80 and 1888 89 increased from 532 to 604 and except so far as can be ac ounted for by the increase of population and wealth the C C can find no reason for the increase, From 1-4-90 however the number of shops was reduced to 587 and a further reduction of at least 50 more has been ordered

With refce to the consumption of opium on the premi es the Resdt: has directed the insertion of a clause in all future licenses for the retail sale of both drugs and liquor against person

collecting or loitering on the premises and in the case of drug licenses against the smoking of drugs on the premises.

As regards the suggestion made that Govt: should use the absolute discretion conferred on it by the Opium Act by prohibiting the sale of opium except for medicinal proposes, the Resdt points out that this is wholly impracticable. Speaking generally he affirms that the evil arising from the indulgence of drink in England are justly greater than those arising from indulgence in opium in those parts of India with which he is acquainted, and yet he presumes, no responsible person would think of suggesting a similar prohibition with regard to the sale of intoxicating liquor in England. That persons do make the suggestion in regard to opium he supects is due to 2 cause *viz*, that while alcohol drinking seems the most natural thing in the world opium eating and drinking, even in moderation, seems an indulgence so strange, wild and unnatural as deserving of no consideration whatever: and 2ndly such persons imagine the Govt:of India

a despotic Gvt can do anything not unnaturally impossible The Resdt considers the adoption of such a suggestion as absolute prohibition quite unjustificable as involving an interference far an excess with individual liberty and that even if it were adopted it would be quite unworkable as opium owing its extremely small bulk and facility for stowing away affords better opportunities for smuggling than any other commodity in use

The Resdt is of opinion that the only way of checking the evils arising from the consumption of opium are (1) by putting such severe duties on it as to raise its price to the highest figure possible without unduly stimulating illicit trade and (2) by a strict system of control and supervision As regards (1) opium in the H A Dists sells to the small retail purchaser for its weight in silver, and as regards (2) endeavours are being made to do all that can be done in that direction and the C C is always glad to receive outside suggestions as to how it shld be done

N W & Oudh —States that the exaggerated and inaccurate nature of the statements on which the Memorial is mainly founded has already been explained and that Mr. Cain's account of the opium den at Lucknow has also been enquired into Points out the reason of the unreliability of the account given by the Special Commr of the *Bombay Guardian* regarding the opium den at Allahabad States that if licensed opium shops are abolished the drug would be consumed by those who indulge in it at their own homes The poppy is extensively grown in these provinces and very great facilities exist for its illict sale and consumption and any relaxation of Govt interference wld result in greater opportunities for illicit consumption and an increase in the number of opium consumers

N W P. Govt, No 57 dt 20 3-91

Remarks that there are fewer opium shops in the N W P & Oudh than in any other province in India except Burma and Assam but *ganja* and hemp shops are more numerous in comparison on account of the drugs being used and grown here and any tendency to unnecessarily increase the number of these shops is closely watched by Govt. and figures quoted in paras 4 and 7 of the Memorial is admitted and it is explained that the increase was necessary in order to prevent the greater evil involved in illicit consumption

The substantial accuracy of figures quoted in paras 4 and 7 of the Memorial is admitted and it is explained that the increase was necessary in order to prevent

the greater evil involvdd in illicit consumption

The continual annual decrease in the number of opium dens is next shown and comment is made on the inaccuracy of the statistics given by Mr Conee as to the number of distilleries, opium and liquor shops in Lucknow which are very considerably higher than what actually exist and Mr Caine s error in confusing 'doubled revenue' for 'double consumption" is also shown Lastly allusion is made to the growth of a temperance movement in the Provinces and it is stated that Govt will always be glad to we come such movements on the part of the people

Rev Punjab No 642-dt,24 3 91

Punjab—Opinm smoking shops are now prohibited The increase in the figures of opium and drug shops is due to the substitution since 1887 of the number of shops for the number of licenses, a license frequently covering more than one shop

The consumption of opium has been

restricted by checking the smuggling of Malwa and Nepal opium and rendering it penal for cultivators to consume opium grown by themselves. The ratio of consumptin of opium to population is not so high as to be a cause of anxiety with regard to health and morals. In the few tracts where the habit is general it is of old standing and does not seem to do so much harm as expected, the people on the contrary assert it is a protective against fever.

Ganja is not consumed and consumption of *bhang* and *charas* increase at a slow rate. The revenue derived from these drugs is unimportant and the question of further taxion on them is to be considered by Govt.

Fincl: Benal No 2043 dt 21-4-91. *Bengal:*—Furnishes statistics sowing the large reduction in the number of licenses for the sale of opium and other narcotics during the last ten years. Points out that in 1872 licensed opium shops are places of vend only and there is no reason for speaking of them as

dens, which can only be applied to the madak and *chandu* shops of which there are 346 and 89 respectively

With refce to the proposal to prohibt all licensed shops points out that it *would lead to an increase in the* number
ii ber of private dens the proposal to limit the possession of opium from five tolhas to one tolah is also undesirable and would lead to smuggling & breaches of the law The proposal with regard to the prohibition of the retail vend of opium except for medicinal purposes *does not deserve serious consideration*

The policy of Govt is to discourage and restrict the consumpation of opium as far possible, not to make foolish and impossible attempts to prohibit it altogether and *this is only possible by raising the* price of the drug and increasing its duty license fees as high as is practicable without inducing smuggling These principles are followed by the Bengal Govt & the statistics furnished attest the success which has attended their application

Rev. By : No 4911 dt18-7-91 *Bombay*:—Fds copies of reports by the Commrs: in Sind, and the Northern Division and the Collrs : of Ahmedabad, Khandesh and Bombay.

The increase in the illicit opium sales is entirely due to the measure taken to check opium-smuggling and to substitute licit for contraband opium which previously *formed bullk of the consumption.*

The habit of opium eating is steadily declining. This is probably less injurious on the whole than liquor drinking and if the price of opium were raised too high or it were placed out of the easy reach of those wanting it there wou'd be a great risk of inducing opium smuggling or driving people to the liquor shops.

The habit of smoking *chandu* and *madak* is admitted to be on the increase among Musalmans and the lower classes of Hindus in several parts of the Presdcy In the opinion of Govt : this is in a measure the consequence of the genl : raising of the price of liquor which has taken place in the late years. Attentions

drawn to the divergence of opinion between the Collr . of Bombay and the Commor of the Northern Divn The views of the former are more reliable as he adduces facts to prove his arguments that opium smoking has not necessarily the vicious results attributed to it by the latter The charge that the dens are made so attractive as to tempt who would not otherwise visit them is, so far as the Bombay Presdcy is concerned without foundation As regards the closing of opium smoking dens it is proposed to *try the experiment of closure in some* places and diminution in others

No 8

* No 180 dt.26-1-90
† No 301G dt 31-1-90
‡ No 858 L Fd 18-2 90
‡ No. 1112 G dt 21290 L
§ No J-I 9 dt 11-6-93

The Ferry Supdt,* B N W. Ry reported that on the night of 24.1-90 their ferry steamer collided with some country boats near Paleza Ghat, the latter having no lights,

The Loco † reported the matter to the Collr of Patna asking for and order that all country-boats passing : Digha and Paleza Ghats, after sunset, shall carry a head light

*No. 670. The Collr: ‡ In turn addressed the Comms :
‖dt. 9-7-90 Patna Dn:& asked that Govt: be moved to
‖No.358J dt22:7-90 pass a general order compelling country.
‡‡ 1475 J. boats on navigable rivers to exhibit lights,
dt.17-890 when under weigh, after sunset.
¶No.111 J.J.dt.28 8-90.

The Commr:‡ submitted the proposal to the Bengal Govt: § which in turn called for the *opinions of the several: Commrs:* on the subject:
§§No.200 J. G: dt, 17-7-90.
**No.788 J.dt 29-7-90

The Commrs :Orissa,* Chota Nagpur Bhagalpore, ‡‡ and Presdcy¶ Divns agreed to the proposal, while the Commr : Burdwan Dn§: was of poinion that though the order was desirable it was not practicable and the Commr: Dacca Dn ** wld only confine such order to limited portions of rivers.
¶¶ No. 337.M.dt. 25-7-90.
220.r'. §§ No.— VII-5 dt.22-8-90

On the other hand the Commrs: Rajshahi ¶¶ and Chittagong §§ Divns: were opposed to the passing of any such order the latter however would reserve the power of ordering lights in certain frequented places. No 9

The M. D.* writing to the Adji-Genl,

*No 226S Edt8 2 91 India asked that the G O C Rohilkhand Dist be instructed to inspect and report on the Gurkha Recruitin Depot at Khurpa Tal The object was to place the depot on some definite footing and with that view the C-in-C's opinion was asked on several points concerning it including whether the recruits now at the depot might be sent this autumn to fill up vacancies in the Gurkha regts,

§ 4474 B dt 91 9 81 The Adjt. Genl § intimated that the G O C Rohilkhund Dist had been instructed to report on the depot as soon as possible and that in the C in Cs opinion recruits now there should be sent at once to the regts requiring them to complete their e tabt adding that if Govt approved immediate steps wld be taken to effect this This M D ‖ duly sanctd the proposal

‖260 S E dt 27-9-81

** 493 B dt 14-9 81 The Adjt-Genl **next subtd Brig-Gel Murray's report adding that the C-in-C. concurred generally in the views expressed therein The report gave the present state of the depot and enclosed another by

Major. Hry on its formation It recommended however the breaking up the depot as it more or less competed against the other regtl. recruiting parties, while nothing was gained by passing the recruits through it, the present system of each regt recruiting for itself being deemed preferable Br.g Genl Murray further proposed raising a regt · composed of Gharwalis

¶ ¶2679 E dt911 1 11 The M D, ¶ in reply, approved of the recommendation and ordered the closing of the depot, the recruits being distributed among the Gurkha regts as already, ordered The depot buildings were not however to be, abandoned but the Comr Kumaon wld be requested to maintain them in case they may again be reqd A separate commn re the proposed Gharwali regt was promised

NOTING

In noting attention is drawn to the important points The rules & laws regulating the matter of communication are quoted and explained, criticisms

are offered and in the end suggestion for action is given

Notes should make up the deficiency in the correspondence under consideration and should bring all facts to light It is an explanation of the facts of the case with points relating thereto, facilitating the work of decision for officers.

In the beginning should be given a brief statement of facts and the point on which orders are required The ruling, precedents etc concerning it should next be quoted and the effect of each explained Reasons which go in favour of or against the case should be briefly put down and a conclusion elicited with a suggestion for necessary action being taken

There are some cases which give rise to many points should be cited at the commencement and then treated.

Before writing a note first read & grasp the matter of receipt & consult the rules & precedents

The facts and figures of the receipt should be checked It should be seen whether or no any rules etc have been cited and any

with held All such things should be mentioned in a note and drafts, where necessary, put up If the case concerns more than one person, suggest sending copies If the receipt is a reply to some inquiry, see if the reply of all addressed on the subject has been received, if not, put up draft If there is a precedent of the case in office note the notes of difference between the new case and the precedent cited and draw a conclusion If some reply was being awaited and it has now been received, suggest that action be taken Often times there are cases in which the head of the office is not a competent authority to decide them, in such cases suggest that it be referred to the proper authority

In case of routine nature where no action is necessary, the words 'may be filed or 'for information and may be filed are sufficient If some usual action is required, simply the precedent may be mentioned and written 'vide precedent below The drafts, that are required in such cases should always be put up simultaneously

Cases, in the communication whereof, all the arguments and other points along with the points to be decided, are clearly mentioned there is no

need of putting up a long note Simply state in such cases where they are to be found and if necessary a word of explanation may be added The rules orders and Acts on the subject should be quoted and suggestion as to the action to be taken made All or any drafts should be put up at the same time

In cases of draft which are self explanatory there is no need of putting up a long note

In cases when the issues and arguments are not clear a note should supplement a prices

Notes should be written on proper form The first page should be First note sheet Docketing should be done in red ink The next pages should be of continuation note sheet The taking on of the catch word from one page to the other should not be omitted A blank continuation should always be attached for note by the office Long notes should be divided into paragaphs which should be numbered Office notes should always be initalled by the clerks on the left When an officer confirms or writes on an office note, he initials or signs below it towards the right

At the end of a note if some draft has been put out always mention having done so

In some cases it is desrible to say for whom the note is intended and to show this the official designation of the officer for whom it is meant is put in the margin at the end or in the beginning

Routine notes replace verbal orders and unless otherwise ordered they are destroyed on the closure of the case They are always the uppermost papers during the dispo al of the case and lower most when clo ed

To sum up the following general points should be observed while noting on a case —

1 Write legibly
2 Leave a quarter margin running down the length, for reference and remarks
3 Write on one side if the paper is thin
4. Paras should be numbered
5 Only one note should be written regarding a subject in the office
6 Clerks initial notes on the left side, while officers append their signature on the right.
7 Language mu t be imper onal & temperate

8 'I & 'we ould be avoided

9 Abbreviations should be employed

10 The note should not be long

DRAFTING

Utmost care should be observed in preparing a draft This is the communication that has to go to out offices and either conveys orders or asks for them Drafts should not be long should be complete and comprehensive, in simple English to the point, argumentative and self—sufficient. The orders contained therein should be accurate and if there is some ambiguity, the best way is to insert the original words of the note in th draft All communications should be addressed to the head of department or office and not to any other individual Demi-official letters however, should be replied to the sender only

It is always safe to use the language employed by the superior In the first para refer briefly to the the subject with which it deals and in the case of reply the *no* and date of letter replied to should be quoted Abstracts of correspondence should be inserted in a letter in preference to

attaching a mass of enclosures,

The phraseology of the draft should be degnified polite and definite. In case of drafts conveying unfavourable decision, the wordings should be very courteous, so that the effect of unfavourablness might not he felt If even there are impolite remarks in a note, they should never be repeated in a draft and it should be as inoffensive as possible .Foreign language quotations should be avoided The draft should be divided into paragraphs which should be numbered The request or order should invariably be mentioned in the 1st or the last para Sending of enclosures, expressing opinions of different officers should, as far as possible, be avoided Their opinions should be included in the draft, provided it does not become intolerably lengthy

All drafts are written on foolscap size paper and the left hand side is left for corrections and referring (the latter is done in pencil). The draft, whose copy is to be sent to another office, should have an endorsement below it, forwarding the copy. Reasonable distance should be left between the lines, so that there might be ample

space for corrections.

A draft, generally consists of the following items:-

1. Name and designation of sender.
2 Designation etc, of the addressee.
3. Number and date
4 Subject in brief or subject indexed.
5 Salutation.
6. Reference to any correspondence.
7. Reasons etc.
8 Conclusion——orders or request.
9. Finish

There are different kinds of communications, *viz*:—letters—— including circulars, Memoranda endorsements, despatches, telegrams, notifications, resolutions, Proclamations, communiquies and reminders

The Government. of India and theGovernment of Bombay, Bengal, Madras, the Punjab, the C. P. Bihar & Ousia, the B. P. Assam have Councillors, and Ministers and the verb following them is always plural.

The Local Covernment, is referred to as 'His Excellency the Governor-in-Council' when the correspondence concerns a department incharge of a Councillor The Government of——— (Ministry of———)' is mentioned if the correspondence is to a department incharge of a Minister

The Departments of a Secretariat are not to be referred individually Thus for letter issued from Army Depatment Covernment of India the appropriate phrase is 'letter fom the Government of India Army Department'

'His Excellency the Governor General in Council or His Excellency the Governor-in Council Should be used when their mention is necessary in the drafts first time Afterwards may be used 'His Excellency in Council' "Viceroy" should only be used when the Governor General's position as Kings' representative is to be shown

The Judges of High Court are "the Hon'ble Judges of the High Court and those of Chief Court 'the learned Judges of the Chief Court'

Anglican Bishops are "the Rt Reverend Roman Catholic Bishops most Reverend Archdeans are, "the venreable Archdeans Anglican Chaplains are 'Revd.

Maharajas or Ruling chiefs are addressed as 'His Highness' (provided they are entitled to use this title)

Personal titles always follow the name and never the designation Thus it is wrong to say His Excellency the Governor of the Punjab K C I. E but it is right to say His Excellency Sir E D Maclagan, K C I. E, K C S I C S I,' Letters devoting academic qualification should follow the name and Esqr (if it is used) and only the mention of the highest qualification is necessary

There are phrases which are rather patented for use in offices The following instructions regarding them borne in mind will safe-guard against their mis-use -

'With reference to is used when a communication is written with reference to another of a considerable period before and generally the limit is upto one year

'Invite a reference to is used if the communication referred to in the new draft is of more than 2 years

'In reply to' is used if the reply is sent shortly after receipt

'In compliance with' is used when some articles are supplied on request

'I acknowledge the receipt of your letter No

Dated and have in reply to say' is used if the communication is issued after a month

In continnation of is used if the communication is in continnation of another issued from the same office not more than 2 years ago

With reference to correspondence ending with' is used if reference is quoted of correspondence which has been closed

With reference to correspondence resting with is used if reference is cited of communication regarding which correspondence has not been clo ed

Superiors always forward 'point out' and 'request Inferiors always Submit Observe' Remark' and 'Solicit

To sum up them before preparing a draft read the paper under consideration note down the points to be replied see instructions and orders and if required give reasons When the orders

are not clear, the original words in the note should be used in the draft

Drafts are of 2 kinds

1 Demi-official

2 Official

1 DEMI OFFICIAL

There are always issued in the form of letters or telegrams and are employed to get information not found in official communications, settle the preliminaries of a case and get an early reply

Demi officials should be replied in the same form Such letters from Secretaries begin with 'I am desired to The salutation and finish are always written in manuscript and these depend on the degree of intimacy between the writer and the addressee These are generally My dear ———' 'My dear Sir Yours sincerely

The usual beginning of demi-official letters, when written with reference to another is 'Please refer to $\frac{\text{my}}{\text{your}}$ D o or $\frac{\text{my}}{\text{your}}$ office No Dated regarding———'. In the second para is written what else is required On the reverse of the letter or below the signature of sender (if there

ample space) is written the name etc of the addressee

Reference of Demi-official communication should never be quoted in official correspondence, while official ones may be referred to in D os In offi ial communication when reference to Demi-official correspondence is nece sary, the simple u e of 'It is understood' is permissible and this implies a reference to former D o correspondence

Demi-official letters should be typed or written on Demi-official sheets In such letters the words D o No are written on the left hand top of the paper and the place of despatch and the date on the right hand top corner The designation of the signatory is not mentioned at the end

2 OFFICIAL COMMUNICATIONS

These consist of letters, Memoranda, Endorsements Telegrams, Despatches Notifications, Resolutions Communiques, Proclamations, Reminders and Ad interim replies

Letters

A letter contains the name and address of

the sender, the official designation of the addre see and No and Date of the letter The salutation is invariably Sir and the usual beginning with addition of reference, is required is 'I have the honour to The ending with 'I have the honour to Sir, your most obedient servant' All official letters are in 1st person singular

Letters from local Governments are issued by Secretaries and in this case everything is the same, save that the beginning is with I am directed to' and the ending is with 'By order etc' or even 'I have the honour to be Sir your mo t obedient servant

Memoranda

In memorandum the salutation the usual beginning and the end of a letter are omitted Everythingelse is of a letter

Memoranda may be in the 1st person or 3rd per on

Endorsements

The endorsement is used to forward a copy of communication and is put below it with short remarks There is neither salutation nor any

official finish If the endorsement is put on a separate sheet, covering the enclosure, the endorsement should show the list of enclosures at the end below the signature. The endorsements are always in 3rd person

Telegrams

Telegrams are issued in circumstances of exceptional emergency They should be as short and less worded as possible, but attempt to brevity must not deprive them of conveying the full and right sense Articles and preporitions may as far as possible be cut out

To show that the case should be treated with as much urgency as a Telegram and at the same time to save Government money, telegram may be sent by post the whole thing is like a Telegraphic communication, written on Telegram form An express letter may be issued instead. A telegram should not be sent where a letter would serve the purpose alright State telegrams shoud as a rule be sent in the Ordinary class Messages should be classed as 'Express' only in case of great emergency, and in case where the despatching officer knows that the line is blocked and considers his message sufficently important

to take precedence over ordinary traffic

If possible, Code words should be used in telegrams The word 'State' and 'not by wireless', if there is wireless telegraphy, should be mentioned It should be clearly stated whether the the telegram is Express, Priority or Clear the line Message

Telegrams have no official beginning or ending If others are to be quoted, put them after 'Begins' & when they finish, words 'end.' The general form in such cases is "———telegrphs, begins .. ends,' and after. it any instructions to be given by the sender may be added. The despatch number should be given in the beginning

There are abbreviated forms of Telegraphic Addresses and they should be used Figures should, as much as practicable, be avoided, for they might be wrongly transmitted and cause mistakes

It is always very safe to send a copy of telegram by post in confirmation of the telegraphic message Endorsement, as below will do in most cases —

"Copy forwarded to———by post in confirmation of this office telegram No. Dated

Dispatches.

When correspondence is made by post with the Secretary of State for India, dispatches in place of letters are used. They are signed by the Viceroy or the Governor and the members of his Executive Council or the Ministers and never issued under the Secretary's signature. The usual salutation is 'Sir', with 'we have the honour' and ending 'we have the honour to be, Sir, your most obedient servant' If the addressee is a Lord the salutation becomes 'My Lord'. The wordings in a despatch are more polished and dignified than in an ordinary draft but the principles of drafting should not be sacrificed for this purpose.

The Government of India & the Governments of Madras, Bombay and Bengal have direct communication with the Secretary of State for India, but the latter three only in matters of import.

Notifications.

These are a sort of official notes regarding

appointments, promotions transfers suspensions, dismissals retirements, grants of leave etc They are not addressed to any individual and are in the 3rd person They are signed by the Head of the Office or Secretary

Amendments or corrections to a previous notification are effected by means of new notification

Resolutions

Decisions of Governments are issued in the form of a Resolution which consists of —

Name of Government and department of issue and date with place

2 Brief docket or abstract of Resolution

3 'Read and the list of papers read

4 No of the notification

5 Text

6 Order

7 Signature and designation of the Secretary of the department of issue,

Communiques

A communique is meant for publication in the Press and primarily for those persons who are not expected to see the Government Gazettes

Proclamations

They are always very sonorously worded and are in the most dignified language They are issued only on occasions of gravity

Reminders

Generally there are printed forms of reminders and they are commonly used As a rule reminders should be in the same form in which the communication reminded to is

Ad interim replies

These are replies sent in acknowledgment of communications dealing with such cases as are likely to take sometime for disposal

REFERENCING

It is the process of placing the previous papers with the receipt *i e* the paper under consideration and drawing attention to them

Previous references and Previous papers (P.P) mean records Previous proceedings mean

older communications concerning the P. U. C. It does not apply to volumes, reports etc Precedents mean those files which contain similar cases

If some Law or rule is quoted, the name of the Act or Code and Section thereof should be invariably mentioned The portion quoted should be marked, the page slipped and the letter on the slip written against its reference in the draft or note

If some former correspondence is quoted its No. or date should be searched under the appropriate year and subject-heading

If some previous reference is not easily traceable the Diary should be consulted.

It is always wise to note down the numbers of files containing important decisions in a diary.

The number of the records found out should be written in the margin and if there is no margin, it should be noted in some other convenient place. In notes the references should be put in the margin.

If all the slips have been used from A to Z and further slips are necessary, the letters can be dou-

bled as BB, DD NN

Slips 'Paper under consideration' and 'Draft for Approval,' should always be attached to the proper papers. If more than one papers are being dealt with in the same file the number I, II, III, IV, V and so on should be employed

When receipts or any documents are submitted for signatures, the slip 'For signature' is attached at the appropriate place

The slips should be attached in such a way that they do not over lap one another Half the slip should protrude beyond the end of the paper to which it is attached Pins should be inserted horizontally.

Pages of files should be numbered in chronological order.

FILING & RECORDING

A file consists of —

(a) Correspondence

(b) Notes———including Routine Notes.

(c) Previous references, and

(d) Drafts

When file with a case is submitted it is placed on mill-boards, generally $13' \times 8''$ They are provided with strong paper flaps and tape on each side and by these the documents are tied together. The papers are placed in the following order. The first thing at the bottom are the oldest records, then come the previous papers and the paper under consideration and then next the notes. Drafts when put up are placed below the P U.C Routine notes are the uppermost paper. 'Urgent Immediate or such slips should be placed in a position as to attract first attention Such labels shold be pinned with the board flap

It often happens that a case has to be dealt with in many departments Such case is sent to the department concerned and the file there becomes 'unofficial receipt'

Files may be kept in suspense if some replies are being awaited without which no action can be taken in the matter

A file submitted to His Excellency the Viceroy, should always be accompained with a summary of the case which is signed by the Secretary. This summary takes next place to the note and

has a few blank continuation note sheets for the orders of His Excellency Above all should be the form telling the name of Department subject and the latest diary No

All notes, summaries and drafts for approval submitted to the Viceroy should be typed

In most cases there are files which besides concerning one P U C. have reference regarding another P.U C In this case each case should be in separate file boards and numbered I, II and so on and the slip 'See Linked File' st tched. Finally all of them should he placed in one board

In records cases of (1) Major importance are preserved permanently (2) Less important than those for a fixed period and [3] Unimportant for a short time [1] & [2] are known as 'Proceedings'. [1] is known as "A" proceeding and is printed [2] is known as "B" Proceedings & is not printed [3] are filed in original. [2] May be divided into 'B' & 'C', 'B' being retained for a longer time

Demi-official letters can never be put into Proceedings A. or B. If it is most essential to do so and the document is very important, the D. o letter should be changed into official form

and then merged into the Proceedings but special permission should be obtained for that and the sender of the D o letter informed

In printed collections the names of Secretar es, Dy. Secretaries and Astt Secretaries are printed in full as 'W M Jones' Names of members of Council, Ministers and Heads of departments are partially put in brackets as W M J [ones]

FAIRING OR TYPING

Before typing, the typist should read the office note, the draft etc If any copies of enclosures are to be sent they should also be typed out If any statement is to faired, it should preferably be typed and if, at all, it is to be a manuscript, it should be written in the best hand.

In Demi-official letters the salutation and finish are not typed, being always written by the officer himself In D o confidential or Secret letters the typist should not initial and words signifying such sort of correspondence should be noted on a conspicuous place, preferably to the left hand D o letters are typed on special paper embossed with the royal arms and the name of

If the reference in the office copy appear and are written in a doubtful way, the file should be consulted. Before submitting the papers to the officer, all doubtful matters should be cleared. Erasures should be done neatly. If some lines have been left out, they should be typed.

All enclosures should be attached after comparing, save when *they are bulky and in such a* case, they may be kept with the office copy and a line (small and decent) should be drawn on the margin signifying that enclosures are to be attached In case of registered or insured letters, such words should be written thereon.

It is the duty of the comparing Fair to see that the form in which the communication is written, is correctly typed out.

Files need not be sent to the officer when fair copies are sent for authentication.

DESPATCH.

The work of despatch should be done with utmost care for any mistake in this may lead to the disrepute of the office of issue. Letters issued are entered in a despatch Register, the serial Number of which changes every year. 'The following is the form of the Register of Issue:—

No.	Branch	Inward Regst: Diary or Gnl: No.	To whom and No. of enclosures.	Subject or file No.	Remarks (Record Reference, Amt. of Stamp etc)	Stamp values. Rs. as. p.	Remarks.

The No. of the communication in this register is put on the communication going out, as well as the date. The same items are noted on the office copy of the letter under issue. In the register date is written in red ink in the beginning of the days' depatch.

In the 2nd column is entered the name of the Branch, in the 3rd the Receipt No. assigned to the letter to which the communication under issue is a reply and in the 4th are given the name of the addressee and the No. of papers accompanying the letter. In the 5th is given the subject, in brief (docketing is useful here) as well as the File No. In the remarks column may be entered anything worthy of note and the value of stamps affixed is put in the last column. If any paper is sent in original, the word 'ORIGINAL' should be written against it. If the letter issued is D. o. the word 'D. O.' should be written before the number.

Sometimes the communication is not despatched on the day on which it was registered In such cases double dates in the form of fractions are given, the date of actual despatch being the lower one. The communication should, as far as

possible, be despatched on the day of its being signed Special care should be paid in seeing if there are any enclosures to the communication, and if there are, whether or no they have been properly enclosed.

Important documents should always be sent under a registered cover, the date and No. of postal receipt quoted on the office copy and the receipt kept in file.

Before preparing envelopes, the out going communications should be sorted, *e g*, those addressed to one office put in one place and so on Each communication should be taken up, its envelope prepared and the out going paper placed in it. When all the covers are ready, each and all should he carefully examined and then franked. Franking means affixing the signature of the clerk signifying that the letter is On His Majesty's Service.

Address on covers should be written legibly also the No. of communication thereon. The letters 'O. H. M. S' most appear on every cover going out on State service

Local Dak is sent through a peon and entered

in the Peon or Dak Book. On receipt of the Dak book after delivery, it should be checked whether all the letters have been rightly delivered

Covers containing urgent communications be marked 'Urgent' in red ink and if the communication is of Local Dak, time of sending it should be written in the Dak Book

ENGLISH

The candidates are advised to study the following portions from a standard English Grammar —

1 Division of words into syllables

2 Use of and distinctions in meanings of words—as

  Farther——used for more distant objects
  Further——means in advance & additional
  Later—refers to time & is opposed to earlier
  Latter—denotes order & is opposed to former
  etc etc

3 Conjunctions used in pairs

4 General rules of Grammar

5. Use of Article The

6 Use of shall and will

7. Punctuation
8 Common Errors, and
9 Direct and Indirect Narration

COLLOQUIAL ENGLISH

This depends on the candidates' own ability who are advised to study Macmordie, Hints to study of English, by Rowe and webb etc

COMPOSITION

AND

ESSAY-WRITING

The sentences should not be very long and the language should be simple.

Scholarly essays are not required and the main aim is to test the candidates ability to use the language and his power of imagination.

The following points should be mentioned if the essay is regarding.

(*A*) *ANIMALS*

1. The class to which it belongs.
2 Its order.
3 Physical qualities

4. Where found.
5. Habits.
6. How captured.
7. Usefulness to man.
   (a) In ancient times.
   (b) In modern-times.

(B) *BIOGRAPHY.*

1. Date and place of birth.
2. Father's name and position, mention any distinguished ancestors.
3. Education, any signs of future greatness shown in early life
4. Career:
5. Death.
6. Estimate of character, influence on mankind, reflections.

(C) *EVENT.*

1. What caused it.
2. Parties.
3. Incidents.
4. Result.
5. Moral.

(D) *TOWN or VIPLAGE*

1 Name, its meaning, founder etc reason of its being named

2 Situation

3 Natural features

4 Dimensions

5 Political importance

6 Commercial importance

7 Religions importance

8 Scenery

(E) *JOURNE*1

1 Date and object

2 Method of travelling

3 Events by the way

4 Arrival

GŒGRAPHY

Chief Ocean highways

1 Atlantic Route——The chief ports are —

[a] European side——Liverpool, Galsow, Bristol, London, Havre, Antiverp, Hamburg

[b] American side——Montreal. Halifax, New York, Philadelphia & New Orleans

2 The Suez Route——This route starts from London and goes into the Mediterrancan Sea, and then through the Suez canal into the Red Sea and Arabian Sea. It goes to 1 India, China, & Japan 2 East Africa and 3 Australia & Newzeland

3 The Cape Route——starting from London, it goes to Free town, Sieria Leon and Cape Town From this place some vessels go to India and Australia

4. The Plate Route——It goes to Brazil, Argentine and Uruguay.

5 The West Indies Route——It carries on trade with West Indies, Mexico and Central America.

6 The Pacific Route——It passes through Canada and the United States, on one side and Japan China Newzealand & Australia the other.

Races of the people of Asia :

[a] The caucasian Race——found in India, Afghanistan, Persia and Arabia.

[b] The Mongolian Race——found in the North and East of Asia.

[c] Malay Race——found in Indo-China and the Malay Archipelago.

[d] Negrites——found in Ceylon & Andaman Islands

The Punjab Canals

The canals are of two kinds:—[a] Perennial and [b] inundation

The perennial canals are —

1. The Western Jumna Canal.
2. The Sirhind Canal
3. The Upper Bari Doab
4. The Lower Bari Doab (for the Ganji Bar in the Montgomery and Multan districts).
5. The Lower Chenab Canal (irrigates the Sandal Bar of Lyallpur District.)
6. The Upper Chenab Canal.
7. The Lower Jhelum Canal.
8. The Upper Jhelum Canal.

The Upper Jhelum, the Upper Chenab and the Lower Bari Doab Canals were known as the Triple Canal Project.

PATNA—It has great Government Opium Factories and is the Capital of Bihar and Orissa

CALCUTTA—was formely the Capital of India, and is the largest port of India

LAHORE—is the Capital of the Punjab & has one of the biggest Railway Workshops.

AMRITSAR—is an Important trade centre of the Punjab It has the most beautiful and sacred Golden Temple of the Sikhs

SUKKUR—is famous for the Suspension Bridge

KARACHI—is a Natural Harbour.

JAIPUR—is one of the handsomest Cities of India

NAGPUR—is the Capital of C P. and has Important Cotton Manufacture.

BOMBAY—is the Gateway of India It is the nearest port to Europe except Karachi.

MADRAS—is the Capital of the Madras Presidency. It has an artificial but dangerous harbour

COLOMBO—is the Capital of Ceylon and has a magnificient artificial harbour.

RANGOON—is a Chief port

SINGAPORE—is the Capital and port of the Singapore Island. It is a Naval base and Coaling Station.

TOKYO—is the Capital of Japan.

OSAKA—is the Venice of Japan. (Japan is known as the land of the Chrysanthemum

PEKING—is the Capital of China
(Hwang-Ho, the Yellow River, on account of its destructive floods, is known as 'the sorrow of China."

TIBET—is the highest plateau in the World.

BOKHARA—is a Trade centre between Persia and China as well as Russia and India.

HERAT—in Kabul is known as 'the Key of India.'

ANGORA—is the Capital of Turkey and an important route-centre.

ar d reaches Salt Lake City From here it goes to the ferrtile valley of Calefornia & San Franc sco

Military Stations in the Punjab

Peshawar stands at the foot of the Knaibar Pass Attock ha a fine Railway Bridge and is a great Military Station Bannu Quett, Rawalpindi Ju lundur Lahore Sialkot Ludhiana & Ambala are other M itary centres

ARITHMETIC

Notation

(1) The Arabic system of Notation has the follgwing symbols

1 2 3 4 5 6 7 8 9

togetl er with another symbol O which expresses that there are none of the objects referred to

1357 897652 would read as

one thou and three hundred and fifty seven millions eight hundèred & ninety seven thousand six hundred and fifty two

For higher numbers the word billion is used A mill on million is called a billion A trillion s a m llion bill on in England a thousand billion elsewhere

In India one hundered thousand is called a lakh, and one hundred lakhs, or ten millions, is called a Karor.

(2) The Roman system of Notation has the following symbols —

I for 1	V for 5
X for 10	L for 50
C for 100	D for 500
M for 1000	

(a) The symbols in the first column may be repeated twice or thrice Thus II means 2, XX means 20, CC is 200 III is 3 and CCC is 3000

(b) When a symbol is placed to the right of a greater symbol the values of the two are added. Thus VI is 6, XII is 12, XXIII is 2 3, CC XII is 212, M D, CCC XXIII is 1823

(c) When a single symbol from the first column is placed to the left of a greater symbol its value is to be subtracted from that of the greater Thus IV is 4 XC is 90, XC IX is 99.

The candidates should have good practice in finding out percentage, average etc.

HAND WRITING.

Good hand writing is one of the ..

qualfications of a clerk It carries great weight and creates a very good impression on the Examiner or Officer Neatness and symmetry are the essentials of good writing.

Qualificat ons to become a good writer are —

1 An eye for form, and

2 A hand which can represent the form Good writing is marked by —

(a) Legibility——it depends on the size of the letter, simplicity of out line, uniformily of height and regularity of shape

(b) Beauty——it is secured by basing the curves on an ellipse and paying attention to the proportions of the letters & positions of the Junctions, and

(c) Rapidity——it is secured by practice

The strokes should be of proper height, slope and thickness The curves must be uniform in width and elliptical rather than circular The Junctions should be properly placed

Good writing is secured by —

1 The adoption of a simple style

2 Regular and systematic practice

3 Attention to the body of the writer——the body should be erect, the head well up, the feet firmly placed on the floor or foot rest in front & not drawn in under the body The left arm should lie easily on the table with the hand on the paper to secure it on its place The right arm should be at right angles to the front of the table which must be about level with the elbow-so as not to force up the right shoulder and destroy the balance of the body It should be noted that the right position is not only assumed but that it is maintained also

SPECEMENS OF IMPORTANT FORMS

—— o ——

1 Register of Despatches $\frac{\textit{received from}}{\textit{issued to}}$ *His Majesty Secretary of State for India.*

No & Date of despatches	Date of receipt or issue	Date of		Branch	Diary Regt No	Despatch replied to		Answering despatch	Record refer	Remks
		Circulation	Return			No	Date			

2. *Docket Sheet for Despatches received Government of India.*

_____________ *Department*

D.ary No. Serial No.

FROM

HIS MAJESTY'S SECY. STATE FOR INDIA,

No.

Dated _______________ *19*

Received _______________ *19* .

SUBJECT

Iinbals indicating order of initals.

Submitted foi the peru-al of His Excellency the Governor General and Hon'ble Members of Council who are respectfully requested to be good enough to record their initals below, with date of dispo-al in order that any delay on the part of peons incirculating the despatch may be checked.

INITIALS	Date

3 *First Note Sheet or Docket Sheet*

Section *File No*

Heading *Serial No*

NOTES

Pos.	*19*	*Nos*
Dept / *Branch*	SUBJECT	

From

No *Dated* *Recd*

General / *Diary* / *Register*	*No*	*Enclos*	*Spare Copies*

Brief Abstract of letter

Notes and Orders

4 *Routine Note Sheet*

Routine Notes

(Not to be sent out of the office o- printed

SUBJECT

5 *Buff Sheet for cases sent to the V...*

Govt. of India.

__________ *Dept*

SUBJECT.

---

6. *Draft Letter Form*

Dept __________ *File No.*

Branch __________

__________ *Serial No.*

Gnl: Diary or Regr: No. of letter replied to. ——	Heading *No.* ——*19* *To*
Whether a reply is required or not. ——	
List of Enls ——	
1st Reminder ——	
2nd Reminder ——	

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7. *Draft Telegram form*

General Diary or Register No Hour of despatch of wirecopy Date of despatch of Post copy date of Viceroy's File copy	codeword	File No. Serial No. Class——— Heading——— No ——, ——19 From { Station——— Person——— To { Station——— Person——— Repeat to———

8 *Draft Endorsement Form*

General Diary or Regr. No of letter replied to	——	———*Department* ———*Brânch* *Heading* *File No* *Diary No* *No* ——*19* A copy of the undermentioned paper is forwarded to By order etc *Secretary*
Particular for guidance of copyist Despatcher or Issue Branch.		*List of papers forwarded.*

9\. *PEON BOOK.*

Date:	To whom	Contents of cover	Name of peon	Initi Rec

10

REMINDER STATEMENT FORM

_________ *Section*

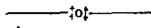
Monthly Statement of case in which orders requiring a reply, not yet received have, been issued.

Serial No.	Branch	To whom & date.	Subject.	Date of last reminder	Date by which reply was required.	Remarks and orders.

Superintendent.

GENERAL KNOWLEDGE.

DEPARTMENS OF THE GOVT. OF INDIA SECRETARIAT & PRINCIPAL HEADS OF BUSINESS DEALT WITH IN EACH.



Home Department.

Civi l Administration
Internal politics
Law and Justice
Police
Jails and Penal Settlement.
Regist ration.
European Vagrancy.
Lunatic Asylums.
Naturalis ation of al ens.
Escheats, trusts and intestate property.
The Indian Civil Service.
The Indian Arms Acts.

Foreign and Political Department.

External Politics.
Foreign Consuls.
Extradition.
Passports.
Independent and Feudatory States in India.
Frontier tracts and tribes.

Chiefs' College
Titles and decorations
Ceremonials
Political Pensions and Prisoners

Army Dempartment

Military matters
Defence
Cantonments
Royal Indian Marine

Finance Department

Public estimates, expenditure and accounts.
Public Funds
Public Loans
Mints, coinage and paper currency
Banking
Public treasuries
Taxation
Leave to Public Officers.
Pensions and gratuities
Opium cultivation, revenue etc.

Department of Revenne & Agriculture

Land Revenue.
Agriculture
Forests
Land Surveys
Meteorology

Famine
Co-operation.
Foodstufls.
Emigration.
Civil Veterinary Department

6 *Department of Commerce*

Shipping, ports, docks etc
Inland Navigation.
Passages
Fisherie .
Company Laws
Commerical intelligence
Customs
Tariffs.
Statistics.
Weights and Measures.
Excise
Stamps.

7 *Department of Industries*

Industrial intelligence and exhibitions.
Industrial education and training.
Geology and Minerals, including sa t
Explosives.
Factories.
Labour.

Electricity.
Stores.
Printing and Stationery.
Patents and designs.
Copyrights.
Inter-provincial migration

Public Works Department

Public buildings
Communications.
Canal and Irrigation.
Post Office
Telegraphs, including Wireless telegraphy
Telephones.
Aviation.

Railway Department

Railways.
Tramways outside Municipal limits.
Ropeways for conveyance of Goods & Passengers

70 *Department of Education and Health.*

Education, except Chiefs' Colleges and Technical education.
Reformatory Schools.
Books, publications and Gazetteers.
Public records.
Arts and Museums.

Aracæhology and Epegraphy
Census
Municipalities and Local Boards.
Public health and Sanitation
Medical administration and research.
Civil Hospitals
Ecclesiastical matters

11 *Legislative Department*

Legislation
Rules for the conduct of business in Legislatures
Nomination and election to the Indian Legislatrue
Publication and supply of Acts, Regulation etc
Preparation and publication of codes, Digests Statutory rules etc
Peace Treaties.

Glossary of terms common in official

U S E

Absentee means an officer absent from an appointment on which he has lien

Average salary means the average of salary which an officer has earned during so much of the 3 years preceding the day on which he gives up office

Day means a calender day beginning & ending at mid night

First appointment means the appointment of a person, not at the time holding any appointment under Government

Foreign service is service in which an officer receives his pay with the sanction of Govt. from sources other than the general revenues of India.

Joining time is the time allowed to a Govt. servant in which to join a new post or to travel to or from a station to which he is posted

Leave on average, half or quarter average pay is Governed by the fundamental Rules

Ministerial officer means an officer, whether gazetted or not, whose duties are not of an administrative or executive charcter.

A registrar, an Accountant, a clerk are ministerial officers A Tehsildar, a Police officer, a teacher in school are not Ministerial officers.

Officiate —— A Govt servant officiates in a post when he performs the duties of a post on which another person holds lien.

Permanent post means a post carrying a definite rate of pay sanctioned without

of time.

Travelling allowance means an allowance granted to a Govt servant to cover the expenses which he incurs in travelling in the interest of public service.

Temporary post means a post carrying a definite rate of pay sanctioned for a limited time.

Narendra Mandal is the vernacular appellation for Chamber of Prices.

Names of officers holding very high & responsible posts in India.

Viceroy & Governor-General of India —

His Excellency the Right Hon'ble Frederick Lindley wood, Baron Irvin of Kirby Underdale, P.C, G M S I., G M.I.E.,

Commander-in-chief-India:—

His Excellency Field Marshall Sir Withans Birdwood, Bart., G C.B, G C.M, K C.S.I., C.I S D.S

COUNCIL.

1. The Commander-in-chief.
2. The Hon'ble Sir Alexander Muddiman kt, C.S.I, C I.E. (Home Dept.)

3 The Hon'ble Khan Bahadur Sir Mohd. Habibulla Sahib Bahadur Kt, K C S I. (Education Health and Lands Dept)

4 The Hon'ble Sir Charles Alexander Innes, K,C S I, C I E., I C.S (Railways and Commerce Dept)

5 The Hon ble Sir Basil Phillot Blackett, K C B (Finance Dept)

6 The Hon'ble Sir Bhupendra Nath Mitra K C I.E, O B E, [Industries & Labour Dept]

7 The Hon'ble Mr S, R Das [Law]

President of the Council of State —

The Hon'ble Sir Henry Moncrieft Smith, kt. C I E

President of the Legislative Assembly —

The Hon'ble Mr V J Patel

SECRETARIAT

Foreign and Political Dept

The Hon'ble Mr J P Thompson C S I Political Secretary, Sir Denys Bray, K C I F C S I, C B E Foreign Secretary, Lt Colonel H Campbell, D S O. M V. O., Military Adviser-in-chief, Indi states forces.

HOME DEPARTMENT.

The Hon'ble Mr. J. Crerar, C. S. I., C. I. E., Secretary, J. Coatman Esqr. Director of Public Information E. H. Brandon Esqr. Secretary, Staff Selection Board, D. Petrie Esqr. C.I.S., C.V.O, C.B E. I.P., Director Intelligence Bureau.

FINANCE DEPARTMENT.

J. E. C. Jukes Esqr. C.I.E., I C.S, Secretary [ffg.]

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Major General T H Symons, C S I O B E K H S, I.M S, Director General of Indian Medical Service.

Lieut Colonel C P Gunter O B E, R E, Surveyor General of India

Doctor D Clonstan, M.A D SC C I E, Agricultural Adviser Govt of India

J, F Blakiston E qr, Director General of Archaeology in India

Major R B Seymour Sewell I M S, M A, F A S. B F L S F Z S, D rector Zoolog cal Survey of India

J A Chapman Esqr Librar an Imperial Library

A F, M Abdul Ali Esqr M.A Keeper of the Records, Govt of India

Legislative Department

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L. Grhhour Esqr, C I E, M L A, I C S, P

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The Hon ble La a Manohar Lall, B A, LLB

The Hon'ble Malik Feroz Khan noon

United Provinces Agra and Oudh

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Delhi.

Chief Commissioner —

The Hon'ble Mr E R Abbott, C I E., I C S

Deputy Commr & President Municipality —

E H Lincoln Esqr, I C S

Senior Supdt: of Police:—
P L Orde Esqr, I. P.
Supdt Police, C. I. D.—
P. R. J. Morgan Esqr, I. P.
Chief Medical Officer & Supdt· Dist. Jail:—
Lt Colonel H. E Stanger Lenthes, I. M S
Civil Surgeon —
Captain J. P. Huban, O.B S., I.M S.,

Baluchistan Agency

Agent to the Governor-General & Chief Commr —
The Hon'ble Mr F. W. Johnston, C S I., C,I,E.,

Baroda Agency,

Resident —
E H Kealy Esqr·

Central India Agency,

Agent to the Governoo-General:—
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Hyderabad Residency

Resident,—

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Political *Agent —*

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Khorasan Agency,

Consul General & Agent of the Govt of India in Khorasan —

Captain E, T. R, Wickhaw,

Sistan consulate,

Consul for Sistan & Kain —

Major G T, Fisher,

Madras States Agency,

Agent to the Governor General —

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Mysore Residency,

Resident in Mysore & Chief Commr: in Coorg—
The Hon'ble Mr, S, E, Pears, C.S,I,. C,I,E.

Nepal Legation,

British Ennoy —
W, H, J, Wilkinson Esqr, C,I,E,

The Punjab States Agency

Agent to the Governor Geneal —
Lt. Colonel H. B, St. John, C,I,E, C,B,E,,

Rajputana Agency,

Agent to the Governor General in Rajputana & Chief Commissioner Ajmer-Merwara—
The Hon'ble Mr, L,W, Reynolds, C,I,E., M,C, I,C,S,

Commissioner Ajmer-Merwara —
Lt, Colonel R, J, W, Heale, O,B,E, I,A,

Chief Medical Officer Rajna & Civil Surgeon Ajmer—
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Sir Mager Freder c Gaunlet, K,B,E C,I,S I,C,S,.

Controller of Patents & Designs —
K, Rama Pai Esqr,

Chief Commissioner Andamans —
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(of very Important States)

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BARODA —

His Highness Farzand-i Khas-i-Daulat-i-Inglishia Maharaja Sri Sayaji Rao Gaekwar Sena Khas Khel Sham her Bahadur, G,C,S,I,, C,I,E,

HYDERABAD —

Lieut General His Exalted Highness Asaf Jah Muzaffar-ul Mulk wa-Mamalik, Nizam-ul-Mulk

Nizam-ud-Daula, Nawal Mir Sir Usman Ali Khan Bahadur, Fateh Jang, faithful Ally of the British Govt G,C,S,I,, G,B,E,

PATIALA.—

Major-General Farzand-i-Khas i-Daulat-i Inlishia Mansur-i Zaman Amir ul-Umra Maharaja Dhiraj Raj Rajeshwar Sir Maharaja-i Rajgan Sir Bhupinder Singh Mohindar Bahadur, G,C,S,I, G,C,I,E, G,C V O, G,B,E A-D C to His Majesty the King Emperor.

NABHA —

His Highness Farzand i-Argamand Akidat Paiwand Daulat-i Inglishia Berar Bans Sarmaur Raja-i Rajgan Ex-Maharaja Repudaman Singh. Malvendra Bahadur

JIND —

Lt. Colonel His Highness Farzand i-Dilband Rasikh-ul-Itikad Daulat-i-Inglishia Raja-i-Rajgan Maharaja Sir Ranbir Singh Rajmdra Bahadur, G,C,I,E., K,C,S,I,

KAPUKTHALA·—

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BHARATPUR:—

Lt Colonel His Highness Maharaja Sri Brajindra Sawai Kishan Singh Bahadur Jang

JAIPUR:—

His Highness Sarawad-i-Rajaha-i-Hindustan Raja Rajindra Sir Maharaja Dhiraja Sawai Man Singh Bahadur

MYSORE —

Colonel His Highness Sri Sir Krishnaraja Wadior Bahadur, G,C,S,I, G,B,E,

BIKANER —

Major-General High Highness Maharaja Raj Rajeshwar Siromani Sri Sir Ganga Singh, Bahadur, G C,S,I,, G,C I,E,, G,C,V.O, G,B,E, K,C,B LLD,, Hony A.-D.-C to His Mojesty the King-Emperor

FARIDKOT:—

His Highness Farzand-i-Saudat Nishan-i-Hazrat-i-Kaisar-i-Hind Barar Bans Raja Har Indar Singh Bahadur.

JODHPUR —

Major His Highness Raj Rajeshwar Sarmad-i-Raja-i-Hindustan Maharaja Dhiraj Sri Sir Umed Singh Sahib Bahadur, K,C.S,I, K,C,V,O, F

Rajput, Hindu

KASHMIR —

Lt-General His Highness Maharaja Sir Hari Singh Bahadur, Sipar i Saltanat

MALER-KOTLA —

Lieut Colonel His Highness Nawab Sir Ahmad Ali Khan Bahadur K C S I K C I E

UDAIPUR —

*H*is *H*ighness *H*indwa *S*oorya Maharaja Dhiraj Maharana *S*ir *S*hree Fateh *S*ingh *S*ahib Bahadur, G,C S I G C I E G C,V O

The League of Nations.

WHAT IT IS AND HOW IT WORKS

Fifty five States belong to the League of Nations 42 having joined as original members and 14 on different dates between 1920 and 1926 while Costa Rica has withdrawn,

The League now comprises all the independent States *in the world except the United States*, Turkey Egypt, Arbia Russia Afghanistan, Ecuador Mexico and Costa Rica Two members Spain and Brazil have given the statutory two years notice of withdrawal

MAIN ORGANS

The main organs of the League are —

(1) The Assembly which meets annually in September, and consists of not more than three delegates from each of the States members of the League

(2) The Council, which meets four or more times a year, consists of one delegate each from fourteen different States Five of these i, e,, Britain France, Germany, Italy and Japan are permanently represented, while the other nine States are elected from time to time by Assembly,

(3) The Secretariat, the international civil service by which the Legue is served,

The seat of the League is at Geneva,

INTEGRAL PARTS OF LEAGUE

Side by side with the League and, in a way, distinct from it, yet, in reality, forming its integral parts there exist —

The Permanent Court of International Justice, with its seat at The Hague, and

The International Labour Organisation, with its seat at Geneva

The Permanent Court of International Justice had, down to December 1962, decided seven cases and given 13 advisory opinions to the League Council.

The International Labour Organisation exists to improve conditions of labour throughout the world. It operates through,—

The General Conference, meeting quarterly or oftener,

The International Labour Office at Geneva (corresponding to the League Secretariat)

Down to December 1926 the International labour conferences had adopted 19 convention and 23 "recommendations" on conditions of labour in different countries.

HOW THE LEAGUE WORKS

The Assembly of the league of Nations (or the league for short) appoints annually six committees which are in existence only, while the Assembly itself is sitting.

The Secretariat which works all the year round, under the direction & control of the execu-

tive of the league, called the Council, has separate sections for minorities, mandates, and social work, etc

The Executive of the league *i e*, the Council which is in existence throughout the year and can meet whenever necessary, has several subordinate organisations or sub-committees These are as follows —

(1) The Permanent Mandates Commission

(2) The Permanent Advisory Commission on Mandates

(3) Financial and Economic Organisation.

(4) Health Organisation

(5) Committee on Intellectual Co-operation, whose co worker is the Institute of Intellectual Co-operation at Paris an independent Institution.

(6) Transit Organisation

[7]] Opium Committee

[8] Women and Children Committee

The above is the main outline of the component parts of the Assembly of the League of Nations. The various activities of the League are an effective notable and important part of

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the world's work to realise the ideal of universal peace, progress and prosperity.

Chief points from the Fundamental and the Supplementary Rules and the Civil Service Regulations

I. Travelling allowance is granted to a Govt servant to cover the expenses which he incurs in travelling in the interest of public service.

There are five kinds of travelling allowances viz —

1. Permanent
2. Conveyance or horse allowance.
3. Mileage.
4. Daily, &
5. Actual cost of travelling

Permanent travelling allowance is drawn all the year round, whether the Govt servant is absent from his head-quarters or not. When this T A is drawn, no other travelling allowance is advisable.

Mileage and daily allowances are drawn at different rates according to the grades of pay of

the officer Different rules govern the travelling allowance drawn on transfer and on tour

Actual cost of travelling consists of cost of locomotion for an officer himself, his servants and personal luggage including charges for ferry and other tolls and for carriage of camp equipment It does not, however include charge for hotels, dak bunglow refreshments, presents to coach-men allowance for expenses to meet breakage of crockery wear and tear of furniture etc

II Joining time is generally allowed to enable a Govt servant to —

[a] Join a new port or on transfer, and

[b] Join on return from leave on average pay of not more than 4 month's duration,

Govt servant on joining time is regarded as on duty and is entitled to pay

A Ministerial officer transferred on account of mi behaviour is not entitled to Joining time When the change of posts is at the same station, only one day is allowed for joining time and holiday counts as joining time in the case In transfers where stations are to be changed subject to a maximum of 30 days, six days are allowed

for preparation and in addition specified periods to cover the actual time accupied in journey Sunday s are not calculated in jo ning time, but come within the maximum limit of 30 days

III Leave——Leave is earned by duty only Leave cannot be claimed as a right Authority empowered to grant it can refuse or revoke leave, if exigencies of public service so require

Leave accounts of gazetted officers are maintained by the Audit officer and the head of office respectively

Application for sick leave must be accompained by a Medical certiffcate

Generally The following leave is at the credit of the officer

1/11th of duty plus balance of 2/11ths of duty minus the amount of leave taken from any of above head

Leave not due may be granted to a Govt servant if there is a prospect of his returning to duty and earning its equivalent

IV Pension——These are of four kinds —

(a) Compensation——It is paid on discharge of a Govt. servant on reduction of establishment, or his appointment.

(b) Invalid——It is awarded on retirement of a Govt. servant who by bodily or mental infimity is permanently incapacitated for public service.

(c) Superannuation——It is granted to an officer who is entitled or compelled to retire at a particular age.

(d) Retiring——It is granted to an officer who voluntarily retires after completing qualifying superior service for 30 years or such time as is prescribed for any special class of officers.

The amount of Pension that may be granted is determined by the length of service.

V. Record of Service——The record of service of Gazetted officers is kept in the "History of services of Gazetted and other officers," these of inferior servants in "Service Rolls" and of Non-Gazetted officers in "Service-books." The record should be kept up to date and the officer concerned should see that his record is complete.

Pounds Shillings, Pence	L S D
Per cent	%
Per mille [i e per 1000]	‰
Promissory note	P/N
Premium	Pm
Prox mo [next]	Prox.
Particular	Partr
Power of Attorney	P/A
Particular average	P/Av P/A
Payment	Payt
Post Card	P C
Previous correspondence	P C
Paper under consideration	P U C
Parcel	Pcl
Parcel post	P P.
Paid	Pd
Pages	p p
Professor	Prof
Please trun over	P T O
Private	Pt
Passanger train	Pass train
Postmaster General	P M G
Pay on delivery	P O D
Query	qy
Question	qu
Quarter	Qr

Reminder in a month	R.
Reminder in a fortnight	RR
Received	Recd.
Receipt	Rect.
Reference	Ref.
Registered	Regd.
Reverend	Rev.
Railway	Ry.
Returned	Rtd.
Reply Paid	R P
Railway Receipt	R. R.
Said	Sd.
Shall	Sh.
Several	Sevl.
Should	Shd.
Sessions Judge	Sess. J.
Section	Sect.
Secretary	Secy.
Senior	S.
Shipment	Shipt
Sterling	St.
Subject to approval	S A.
Superficial	Sup., Super.,
Their there	thr.

Though	tho.
Through	thro.
Together	togr.
Treasury Officer	T. O.
Telegraphic Money Order	T. M. Or.
Telegraphic Office	T. O.
Truster	Tr.
Telegraphic transfer	T. T.
Travelling Ticket Examiner	T. T. E.
Un-official	U. O.



Quarto	4 to
Octavo	8 vo
1	the
+	plus
—	minus
×	multiply
÷	divide
:	is to
∴	so as
>	greater than
<	less than
=	equal to

∵	because
ʌ	carel mark of something mined.
′	feet
″	inches
&	and
$	dollors
£	pound sterling
°	degree
℘	per
"	like
( )	parenthsis
[ ] & { }	brackets
¶	paragraph
§	section
#	numbered

STAFF SELECTION BOARD.

Examination 1924

Paper No 1

Part I —General Information

(Time allowed two hours.)

(NOTE.—Maximum Marks for each Question .. 20)

1. (a) In the year 1919 the total number of

deaths from all causes in India amounted to Eight million five hundred and fifty-four thousand one hundred and seventy-eight- The deaths from Cholera amounted to five hundred and seventy-eight thousand four hundred and and twenty-six; from small pox to one hundred and thirty-six thousand and seventy-seven, from Fevers to five million four hundred and sixty-eight thousand one hundred and eighty- one. Work out the approximate percentage of deaths from each cause. Also state the number of deaths from orther causes.

(b) The corresponding figures for the year 1920 were 7,355 654, 130,140, 101,329, 4,931,202 Give informat on is for (a) above. Also show all the above information in tabular form

2 Name the following:—

(a) the first Lord of the Admiralty,

(b) the President of Turkey;

(c) the Governor of Madras;

(d) the Prime Minister of Italy;

(e) the Mayor of Calcutta.

3 Discuss the advantages and disadvantages of either—

(a) making the vernaculars the medium of

secondary and higher education inIndia; or

(b) the State Management of Railways.

4 Give very briefly the meaning of the following terms:—

(a) proportionate pension, (b) *ad interim* reply, (c) a *protective tariff*, (d) a post mortem, (e) a p atitude

5. State (in not more then four lines for each) what you know of the following:—,

i. the Treaty of Lausanne, ii Sir Ashutosh Mukherji iii Kenya iv the Duke of Connaught, v. Ajanta.

Paper No. 1.

Part II.—English Composition

(Time al owed one hour)

(NOTE.—Maximum Marks. 75 Marks will be allotted for style and arrangement as well as for the matter of the Essay.)

Write an essay on one of the following subjects:-

[1] "Hone ty is the best policy

[2] My favourite recreation.

[3] 'Red-tape"

[4] Demo racy as a form of Government;

advantage and limitations.

Paper No. 2.

Part I.—Precis and Index.

(Time allowed two hours.)

Marks.

1. State briefly the subject of the attached correspondence. 10

2. Give very briefly the following particulars of each separate letter as you would enter it in the Office Diary *viz* [1] Number of letter—[2] date—[3] from whom—[4] sufficient reference to the subject matter to identify, the letter . . . . , 20

3. Prepare a precis of the correspondence within giving briefly the points on which opinions were called for and the substance of of the replies 40

4. Index the correspondence under six headings 15

NOTE.—Marks to be allotted by the Emaminer for spelling handwriting and neatness . 15

Total . 100

Serial No. 1.

No. 3469.

GOVERNMENT OF PERU
BANK DEPARTMENT

FROM

H A PENNY, ESQ,

Secretary to the Government of Peru,

To

The Secretaries of all Chambers of Commerce.

Lima, the 20th November 1915

SIR,

I am directed to enclose, for the information of your Committee, a copy of the Report of the Delegates for Peru to the recent International Financial Conference held at Rome

2 It is understood that the resolutions accepted by the Conference will shortly be considered by the League of Nations, and meanwhile the Government of Peru will be glad to receive any observations which your Committee may desire to offer with regard to them It will be observed, however, that most of the resolutions merely register the unanimous adherence of the Conference to certain canons of sound public fin and set forth certain generally accepted princip

in the light of which Peru may justly claim that her public finance has been consistently administered

3 Apart from the recommendations of general application this country is specially interested in those realting to international credits, and I am particularly to invite the atention of your Committee to the scheme referred to in paragraph 10 The Government of Peru are disposed cordially to welcome any endeavour to work out a scheme of international credits, the importance of which to Peru's export trade need not be emphasised They think, however, that it is essential that, for any such scheme to be of practical value, the bonds in question must be fully negotiable, and for this reason your Committee will probably agree with them that the amplifications suggested by Sir John Blank, as printed in Appendix B, are an improvement

4 The present depression in the export trade is no doubt partly due in the case of some exports, to the existence of large unused stocks in foreign countries, but, in the case of other exports it is probably due to the lack of credit facilities It is as regards the latter class of exports that a scheme such as that put forward at the Conference

may be of value I am accordingly to invite the opinion of your Committee, firstly, as to how far any such scheme is likely to assist the various export interests represented in your Chamber, and secondly, whether your Committee have any criticisms or suggestions to make regarding the practical details of the scheme adumbrated by Sir John Blank in Appenpix B In the event of a scheme on such lines proving practicable and finding general acceptance among the nations represented at the Conference the Government of Peru will then consider the question of participating therein to the extent of accepting responsibility for some definite share of the international guarantee

5 The Government of Perm have expressed to the Secretary of State their appreciation of the able way in which Peru was represented in Rome by her delegates Sir John Blank and Mr. Marco Polo

I have the honour to be

Sir

Your most obedient Servant,

H A PENNY

Secretary Government of Peru.

in the light of which Peru may justly claim that her public finance has been consistently administered

3 Apart from the recommendations of general application, this country is specially interested in those relating to international credits, and I am particularly to invite the attention of your Committee to the scheme referred to in paragraph 10 The Government of Peru are disposed cordially to welcome any endeavour to work out a scheme of international credits, the importance of which to Peru's export trade need not be emphasised They think, however, that it is essential that, for any such scheme to be of practical value, the bonds in question must be fully negotiable, and for this reason your Committee will probably agree with them that the amplifications suggested by Sir John Blank, as printed in Appendix B, are an improvement

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In reply, I am directed to inform you that my Committee are of opinion that the scheme submitted by Sir Johh Blank (Appcneix B] might be given a trial if it can be put into operation

Serial No 4

Dated the 23rd December 1915

From —The Secretary Upper Chamber of Commerce

I am directed to refer to your No 3469, dated the 20th November, forwarding the Repo t of the Delegates to the recent International Financial Conference held at Rome

2 The Committee of the Chamber apprecate the opportunity offorded to them of put ing forward any observations whi h they may desire in regard to the resolutions accepted by the Conference

3 The interests represented by this Chamber are mainly industrial & man ifacturing and their market is an indigenous one, the members of the Chamber therefore are not intere ted to the ame extent in the pro posals of the Conference is are the members of those Chambers which serve the large ports of Peru and are vitally affected by questions of export and import At the

time, the Committee of this Chamber feel that the scheme submitted by Sir John Blank, is somewhat involved, and it is a question whether the scheme mentioned in a recent pronouncement of the Prime Minister, and which is in essentials one of simple barter with the central European countries, is not better and likely to be more easily worked.

Serial No. 5

Dated the 23rd December 1915

From The Chairman, Lower Chamber of Commerce.

Your No 3169, dated the 20th ultimo, together with its enclosure [Report of the Delegates for Peru to the International Financial Conference at Rome], has been considered the Chamber.

2. The Chamber is glad to note that the Government of Peru are disposed cordially to welcome any endeavour to work out a scheme of International credits. As mentioned in paragraph 3 of your letter under reference, the importance of some such system of credits need not be emphasized

The Chamber is of opinion that the scheme would be likely to assist in disposing to the Continent of some of the heavy stocks of hides now

being held by the Government of Peru in London

Hides and skins are the principal export of Cuzco, and it is unnce sary to refer to the deplorable condition in which the trade now finds itself, and in connection with which the Chamber is now in correspondence with another department of Government.

The Chamber agrees generatly with the suggestions of Sir John Blank

Serial No 6

Dated the 5th January 1916

From-The Secretary, Second Chamber of Commerce.

Your Circular No. 3469 of November 20th, 1915, dealing with the Rome International Financial Conference, has had the attention of my Committee who desire me to say that this Chamber is strong y n favour of Continential credits being arranged, but would prefer to leave the details of the scheme of financial experts.

Serial No 7

No 116, dated the 12th January 1916.

Fr m-The Secretary, Third Chamber of C

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must have the effect of promoting at any rate to some extent, the export trade of Peru They agree also as to the necessity for making the bonds that may be credited fully negotiable And if this were provided for by any international guarantee, as contemplated by Sir John Bank the Committee would approve of the Government accepting responsibility for some definite share of the guarantee But there would be, they apprehend, considerable difficulty in actually working the credits in this country For they do not see how it would be possible for the Government to distribute among exporters the amount which would be at their disposal, without risking dissatisfaction which might even become political in character It must also be remembered that the resources of the Banks in Peru are limited

4. In view of the foregoing considerations, the Committee feel that any credit scheme such as that contemplated must be centred in, and worked from London In fact this would appear to them to be the only practicable way of putting the system into successful operation Credit is of course very fluid, and it would quickly find its way to this country from the centre wh

would be established in London. The Band and accepting houses there would take up the bonds and issue letters of credit, which would enable business to proceed in the customary way. Probably also the Banks might regard the amount thus placed at their disposal as a nucleus of credit and themselves take a share in the risk. It is the Committee think, of the highest importance that any scheme which may be agreed upon should be put into operation with the minimum of delay And they believe that if it is operated from London, as they suggest, it will be put into practice and worked much more quickly than it could possibly be from this country. They accordingly recommend, for the consideration of the Government, that the British Government should be asked to discuss the question with the leading London Banks, and endeavour, in consulation with them, to formulate a practical method of working the system.

5. In reply to your second inquiry, I am to say that the Committee do not think that there is need for them to discuss in detail, at any rate for the moment, the proposals put forward by Sir John Blank. The advice of Banks in London should be obtained upon those proposals which, it may be noted, are not framed with exclusive reference to Peru.

Serial No. 8,

No 23, dated the 24th January 1916

From—The Skin and Hide Merchants Association

Adverting to your Circular letter No 3469, dated the 20th November 1915, enclosing a copy of the Report of the Delegates presented at the International Financial Conference held at Rome during last year, I have the honour to inform you that the details of the scheme of International credits were fully discussed, and my Committee approves of the scheme and offers no criticism or suggestions regarding the practical details of the scheme adumbrated by Sir Jhon Blank in Appendix B

Serial No. 9.

No. 225, dated the 26th January 1916.

From—The Acting Secretary, Fourth Chamber of Commerce.

I am directed to acknowledge receipt of your letter No. 3469, dated the 20th November 1915, and its accompaniments with reference to the Report of the Delegates to the recent International Financial Conference held at Rome.

2. In reply, I am to state that, after careful

consideration of the above mentioned Report and the covering letter from the Geverment of Peru in your Department, my Committee desire me to submit their views as under!—

(a) My Committee consider that it is most important to the trade of Peru that everything possible should be done to restore the purchasing power of the Continental nations

(b) They consider further that a scheme of the nature put forward at the Conference, if practic--able will bring about the desired result

(c) My Committee, however do not feel themselves competent to discuss the details of the scheme which must be subject in their opinion, to continual discussion and re-arrangement in Eur-ope At the same time, they consider it desirable for Goverment to form a Committee, composed of the financial experts and leading exporters of this country, to consider, report on, and, if necsss-ary, amplify the scheme adumbrated by Sir John Blank in Appendix B

Paper No. 2.

Part II —Drafting and correction of bad English

(Time allowed one hour)

(Note —Maximum Marks 75)

1. The Goverment of Bombay in their letter

No. 3625-E., dated the 5th June 1924, have raised the question whether Mr. Jones, their Consulting Architect, is subject to the rule which requiresan officer of the Indian Service of Engineers to be compulsorily retired on reaching tho age ... 55yea The point has not, so fo a ... I can ascertain, been previously discussed, but the fact that the scale pay of Consulting Architects extends only up to the 55th year of age suggests at least that, when the scale was framed, its authors presumed that the rule quoted by Bombay was applicable. But such a presumption will not stand detailed examination; the rigid 55-year rule applies only to members of the Indian Service, Engineers and Consulting Architects are not members of that Service, although the terms of service of the two classes of officers are closely parallel. The case of Consulting Architects is governed by the ordinary rule which permits a Local Goverment to extend the service of an officer beyond the age of 55 year for the recorded reason that the extension is in the public interests. As other Local Goverments may entertain the same doubts, we should issue circular letter to all of them explaining position, with a remark added to the ... Bombay that the case of Mr. Jones ... disposed of accordi...

Will office please draft.

X. Y. Z. 40 Marks.

2. Re-write the following passage correcting mistakes.—

(*a*) It is too much time since last I saw him, so I am hopeing to meet with him during the coming holadays,

(*b*) He assured me that neither you or me am likely to be nominated for the post

(*c*) I have great sorrow to inform you that absence from work on my part tomorrow will be unavoidible owing severe pains in limbs.

(*d*) To obtain accellerated promotion has long since been the gaol of my ambition.

(*e*) If you go now, men shall say that you desserted your friends in time of trouble.

(*f*) Both are cleaver, but the older is the cleaverest of the two.

(*g*) If anybody wishes to improve, they should exersise intellegence and develope their powers of judgement.

(*h*) I heard the remark of your brother's

that though having made much effort, he has acheived very little

(i) This is the most fiercest dog, he has been known to badly bite my unlkle's ankles

(j) Both him and I am trying to rapidly improve or knowledge of this subject, which is difficult one It is curious phenomena that he learns much more quick than me, though I am elder

35 Marks.

Paper I —Part 1.

STAFF SELECTION BOARD

Examination 1925

GENERAL INFORMATION

[Time allowed 2 hours]

[*Note —Max mum Marks for each question—20*]

1. The poputation of Bengal is 46 695,536 of whom 25 210,802 are Muhammadans, of Madras is 42,318,985 of whom 2,840488 are Muhammadans, and of Bombay 19,358 371 of whom 3,820,153 are Muhammadans In Madras there are 1,745,518 scholars of whom 11 1 per cent are Mahammadan, the figures for Bengal are 1 835,017 and 45 per cent, those for Bombay are 896 877 with 19

cent. Draw up a short tabular statement giving the following information only:—

The number of Muhammadan scholars in each of the three Presidencies and the percentage of scholars to [a] the total population of each Presidency, [b] the Mahammadan population of each Presidency.

2. Name any FIVE of the following:—

The President of the Legislative Assembly
The inventor of wireless telegraphy.
The next Viceroy of India.
The first President of the United States of America.
The capital city of Turkey.
The planet nearest to the Earth.
The Author of 'The Tempest.'
The head of Persian Government.

3. State, in not more than four lines for each what you know of my FIVE of the following:—

The Locarno Pact, The Fiji Islands, Mosul, Mohenjadaro, Ibn Soud, Sir Tej Bahadur Sapru, The Andhra University, Von Hindenburg.

4. *Either.*

(*a*) What is meant by the rate of exchange? What is the present sterling rate of exchange of

the rupee? Name some of the principal causes of fluctuation in the rate of exchange

Or

(b) Give reasons for and against the protection of the steel Industry in India

5 What is meant by any FIVE of the following words —

Contex pretext relevent, ambiguous extempore slipshod, precedent

PAPER No 1—PART 2

ENGLISH COMPOSITION

(Time allowed one hour)

Nrte —Maximum m iaks 7o Marks will be allotted for style and arrangement as well as for the matter of the essay)

Write a short essay on *one* of the following subject —

(1) De'hi

(2) ' All that glitters is not gold

(3) The influence of the Press

(4) The connection between climate and national character

PAPER No. II—PART 1

PRECIS AND INDEX

(Time allowed—two hours)

		Marks
1.	State briefly the subject of the attached correspondence	5
2	Give very briefly the following particulars of each separate letter as you would enter it in the office diary, namely (i) Number of letter, (ii) date, (iii) from whom (iv) sufficient reference to the subject matter to identify the letter	20
3.	Perpare a precis of the correspondence within giving briefly the points on which opinions were called for, and the substance of the replies	40
4	Index the correspondence under six headings	15
	Note—Marks to be alloted by the Examiner for spelling hand-writing and neatness	20
	Total .	100

Serial No 1—From R L. JAMES Esq, to the Sup-

reme, Government to all Local Gove nments, No 852 dated the 2nd May 1918

Sir,

I am directed to address you in regard to certain of the detailed recommendations of the Joint Commission regarding the Constabulary Department which are contained in chapter X of the Commission report The Commission preface their remarks with the observation that the Department at the time of their enquiry had only recently emerged from a searching enquiry as a result of which sweeping changes had been introduced in every direction The evidence before them showed that these reforms had on the whole been successful but that the time which had elapsed was hardly sufficient to test their efficacy For these reasons the Commissioners devoted their attention to co ordinating the conditions of service of the officers of the constabulary with those of officers of other services of similar standing, rather than to elaborating schemes of reconstruction, It is now almost three years since the report was signed, and this fact alone would have deprived those considerations of much of their force But there have been changes for greater then those normally caused by the passage of time These three years have not only been marked by a

which has had a profound effect on the political position in India, but the have also been made memorable by the Declaration which definitely committed the Supreme Government to the increasing association of Indians in all branches of the administration. In regard to the recommendations of the Commission as a whole, therefore, the Government desire that the $\frac{\text{Governor}}{\text{Lieutenant-Governor}}$ in-Council will approach the question from the new standpoint.

2. The commission recommend firstly that the present organization of the Department in Imperial and Provincial services should be maintained. This arrangement was accepted by most of the witnesses as suitable, and was reported to be working staisfactorily in practice. Detailed proposals for the the future mode of recuitment of the Imperial service, and for improvements in the conditions of the Provincial service will be circulated in separate communication. Meanwhile I am to enquire whether the main principle of the recommendation is accepted.

3. The commission next refer to the question of making direct appoinments in India to the Imperial service. The present system is that all

appointments are made by nomination. The Commission recommend that all future appointments should be made on the results of a competitve examination. I am to invite remarks of criticism on this recommendation.

4. The Commission have called attention to a complaint regarding the burden imposed on officers in the matter of charges. No definite recommendation is made, but apparently the Commission considered that Government should bear the cost of a charge for each officer. The Government will be glad to know whether it is considered that this concession ought to be granted.

I have etc.,
R. L. JAMES,
Secretary to Government.

Serial No. 2.—From Rao Bahadur K. Redhi, Secretary to the Government of the South Provinces, No. 439, dated 20th October 1918

Sir,

I am directed to reply to the Supreme Government's letter No. 852, dated 2nd May 1918, regarding certain of the 'recommendations of the Joint Commission. The questions at issue were ...

to a departmental committee and thereafter to a body of senior officer of the Constabulary Department. Their views have been taken into consideration in framing this reply

2 The first recommendation that the Department should continue to be organized as at present is unanimously accepted In regard to the second recommendation the Governor in Council has arrived at the conclusion that a modified system of competitive examination s the most likely to secure suitable candidates He desires strongly to emphasise the necessity of placing on any such system distinct safeguard to ensure the equitable distribution of appointments

3 The Commission appear to have neglected the fact that a motor conveyance is more important than a horse, and the Local Government see no justification for the grant of an allowance for the unkeep of a charger

4 The application of the ordinary rules as to leave and pension to the members of the Constabulary Department would appear to be suitable

I have etc.
K. REDDI,
Secretary to Government.

Serial No 3—From H SMITH, E q, Secretary to the Government of the Deccan, No 398, dated 25th October 1918

SIR,

In reply to the letter from the Supreme Government No 852, dated the 2nd May 1918, I am directed to say that the Government of the Deccan fully concur in the view that the important political and economic changes that have supervened on the report of the Joint Commission necessitate a radical review of the C mm sion's recommendation. The organization of the Constabu ary D partment into Imperial and Provincial branches is, however, based on sound principles and should in the opinion of the Government of the Deccan be retained

2 The propo al that all future recruitment in India should be by competitive examination is accepted, as is the recommendation that the ordinary rules as to leave and pension should apply to the Department

3. The question of a horse allowance of Rs 50 a month for officers actually maintaining a a charger migh the considered. They might re ably be expected to buy the horse themselves

I have etc

H SMITA,

Secretary to Government

Serial No 4 —From J L JONES, Esq Deputy Secretary to the Government of the North Provinces, No 731, dated 27th October 1918

SIR,

I am directed to refer No 852, dated the 2nd May 1918, & to say that the Lieutenant-Governor agrees that the existing division of the Constabulary Department into Imperial and Provincial should be retained but he regards it as important that steps should be taken to remove grounds for the allegation that the division is founded on a racial b sis

2 It is suggested that recruitment in India to the superior service should be made only by promotion from the Provincial branch If this is accepted the question referred to in paragraph 3 of your letter will not arise

3 There is no objection to the members of the Constabulary Department being brought under the ordinary rules for leave and pension

4 The question of chargers is important in

this Province, & the Lieutenant-Governor strongly recommends that the initial cost of a charger should be borne by Government, on the condition that the officer receiving this gift should maintain the animal, and replace it when necessary, during the terms of his active service I am etc,

J L. JONES,
Deputy Secretary to Government

Serial No 5—From M GUPTA, Esq Joint Secretary to the Government of the North West Province, No 5599, dated 30th October 1918

SIR

In reply to your letter of the 2nd May, No 852 relating to certain of the recommendations of the Joint Commission contained in chapter X of the report, I am directed to state as follows —

1 The Lieutenant Governor has already in a previous communication signified his acceptance of the principle that the Constabulary Department should continue to be divided into Imperial and Provincial

2 As to recruitment in India to the Imperial service, the Government of this Province would refer to see the existing system of appointment by nomination continued in regard to fifty per cent of the vacancies, the other fifty per cent being filled by promotion from the Provincial service

3 There can be no objection to the proposal that the ordinary leave and pension rules should apply,

4 Officers should be required to meet the initial cost of their chargers, but should ve granted a small allowance to meet the cost of up ke

I have etc.,
M. GUPTA,
Joint Secretary to Government

Serial No. 6.—Endorsement No. 336 dated 5th November 1918.

A copy of the foregoing correspondence is forwarded to the High Commissioner for present information. The question is under the active consideration of the Supreme Government and the conclusions arrived at will be communicated shortly.

By order,
R. L. JAMES,
Secretary to Government

Paper no II—part 2
Time allowed one hour.
(*Note—Maximum marks 75.*)

DRAFTING AND CORRECTION OF AND ENGLISH.

[*a*] *Drafting*

1. The following letter has been received in the Government of India from the Government of the Lower Provinces:—

No. 1876, dated the 18th October, 1925.

Sir,

I am directed to state that Mr. A. Roy was employed in the Lower Provinces Secretariat from 1st September 1898 and retired on 15th June 1925 He has been granted a pension calculated upon that service and has made a representation requesting that he may be allowed to count towards pension a period of 18 months said to have been spent as a clerk in the Revenue and Agriculture Department of the Government of India in 1897-98. No record of this service is available here and, as the sanction of the Government of

India is necessary to enable Mr. Roy to add any such period to his service for pension purposes I am to request that the details may be verified and that if Mr Roy has a right to count the service in question the sanction of the Government of India may be duly communicated

I have the honour to be etc

A B

The following is the note containing the decision on the case —

It has been ascertained that Mr Roy served as a temporrry clerk in the Revenue & Agriculture Department from 1st February 1897 to 31st March 1898 The service was not continuous with his service under the Government of the Lower Provinces and in any case Mr Roy has no right under the rules to count the service for pension Whether he should be allowed to count it as a special concession is another question which must depend on the character of his service generally The local Government say nothing about this If his general record was specially meritorious, he might reasonably get the concession The question may be left to the local Government to decide, they should be put in possession of the facts and the view expressed above The letter sent to them should be so worded as to make it clear that if they decide in Mr Roy's favour, the Government of India's sanction can be taken for granted

Sd X Y Z

Draft a letter replying to the Government of the Lower Provinces *40 Marks*

2 Mr Gupta Superintendent of Fisheries the La- adive Islands is at present on le

England and has wired to Government as follow:-
"May I take over charge at Aden on voyage out and spend fortnight there studying fisheries before proceeding to Laccadives."

The following are the orders passed:—

There is no objection to Mr Gupta stopping at Aden on his voyage out and staying for a fortnight to study the fisheries there. But he cannot be allowed to take over charge The period he spends at Aden must count as study leave and not as duty. It may be added to the leave already granted to Mr Gupta, *i. e*, if he decides to take the study leave, he can join a fortnight after his original leave expires. He should be asked to let us know by wire whether he agrees to take the fortnight's study leave or whether he will return to duty on the date on which the leave originally granted to him will expire Sd. X Y. Z.

Draft the reply telegram to Mr. Gupta [Candidates are warned that the telegram should be in as few words as are necessary to convey clearly the sense of the orders passed.] *20 Marks.*

[b] *Correction bad English.*

3. Rewrite in good English, correcting errors of idom, punctuation and spelling, the following passages:—

[a] None are more consious than us that the people is bound to steadily and surely advance towards their goal and is at present retardated by lack of felicities for education.

[b] The museam has all ready been erected as a memory of Seth Piara Lal who was accidently hung as a mark of a team by the citizens: He dece-

a

ier

s.

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